

RESUME

NAME
Address
Phone no. / Fax no. / Cell no.
email

Articulate, multilingual *[delete if not applicable]*, results-driven professional with a solid background and ___ years experience in restaurant management, operational systems, sales, and sales management and training. Restaurant background includes _____ *[describe]*. Additional areas of management expertise include *[list, e.g.: personnel development, financial administration, _____]*.

PROFESSIONAL EXPERIENCE

Dates started & ended

Name of employer, city

Position

- *[List responsibilities]*

Accomplishments

- *[list major accomplishments while in this position]*

Dates started & ended

Name of employer, city

Position

- *[List responsibilities]*

Accomplishments

- *[list major accomplishments while in this position]*

Dates started & ended

Name of employer, city

Position

- *[List responsibilities]*

Accomplishments

- *[list major accomplishments while in this position]*

SAMPLE PREVIEW

EDUCATION

Dates started & ended

Name of educational institution, city

Program enrolled in & diploma, certification, etc. obtained
[include any honors, scholarships received, etc.]

Dates started & ended

Name of educational institution, city

Program enrolled in & diploma, certification, etc. obtained
[include any honors, scholarships received, etc.]

Dates started & ended

Name of educational institution, city

Program enrolled in & diploma, certification, etc. obtained
[include any honors, scholarships received, etc.]

THIS IS A 2-PAGE FORM.