**Laura Smith**

**22 Cloud Drive Riverhead, NY  11950 • (631) 777-0940 • lsmith@mail.sunysuffolk.edu**

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**Education:**     **Associates Degree in Applied Science: Liberal Arts**

Suffolk County Community College, Riverhead, N.Y.      Expected Graduation 05/16

GPA: 4.0

**Employment History:**

10/17 – Present    **Cashier/ Waitress,** Michelangelo's Pizzeria - Center Moriches, NY

* Work efficiently in a face paced environment
* Accommodate guests effectively and politely
* Take orders, prepare food items, and provide conflict resolution
* Serve as cashier for departing guests

8/17 – Present        **Grill Cook, and Sandwich Maker,** Wendy's - Center Moriches, NY

* Prepare and grill a variety of foods for customers
* Maintain and clean and organized work area

4/17 – 8/17    **Cashier,** Frank and Son Bakery **-**Mastic, NY

* Advised customers by providing information on products
* Processed customer transactions and returns via cash, debit and credit

10/16-4/17 **Cashier,** Kennedy Fried Chicken - Mastic Beach, NY

* Trained new employees
* Greeted customers and provided excellent customer service
* Processed financial transactions efficiently

6/16-9/16 **Delicatessen Demonstrator,** Boar’s Head - Suffolk and Nassau Counties, NY

* Engaged customers and actively promoted the Boar’s Head brand
* Traveled to various retail locations while preparing appropriate foods

**Software:**    Microsoft Office Suite (Word, and PowerPoint), familiar with Excel.

**Language:** Fluent in Italian, Spanish, and English; familiar with French.

**Volunteer** Teacher's assistant in an ESL (English as Second Language) class.

**Experience:**

**References:**        Available upon request.