Amy Fuller

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Summary

I am an undergraduate student at the University of Rochester. I have experience in the restaurant business, customer service, and hold great communication skills. I am quick and eager to learn new skills and am always willing to expand my career opportunities.

Education

University of Rochester - Rochester, NY
Bachelor of Science in Neuroscience, Expected in 05/2023
Minors in Chemistry and Mathematics
- GPA: 3.89 out of 4.00

Scotia-Glenville High School – Scotia, NY
High School Diploma, June 2019
- Advanced Designation, Honors, and Mastery in Science

Experience

Shift Supervisor | 01/2020 - Present
Bowled – Schenectady, NY
- Diffuse customer concerns and complaints
- Train current and new staff on protocol
- Responsible for opening and closing the restaurant, including but not limited to balancing the cash registers, oversight of cleanliness and safety, and taking inventory

Food Runner | 01/2019 to 08/2019
Jade Bistro - Scotia, NY
- Relayed orders and special requests to cooks, monitoring finished dishes for accuracy with preferences
- Delivered entrees to tables and made sure each guest received the correct menu items
- Provided outstanding customer service to every guest
- Coached newly hired employees to train on the restaurant's process flow and safety procedures

Admissions Clerk | 06/2017 to 12/2018
Ellms Family Farm - Ballston Spa, NY
- Welcomed and admitted people into the farm
- Helped guide customers to specific places and give insight of the events occurring
- Provided a friendly customer service to all customers

Leadership & Extracurricular Activities
- Teaching Assistant: Neural Foundations of Behavior & Organic Chemistry
- Dance Business Manager, Louvre Performance Ensemble
- High School: National Honor Society, Tri-M Music Honor Society

Skills

- Excellent customer service
- Strong communication skills
- Experience with money management and finances
- Strong organizational skills