Vickie Kidd

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**OBJECTIVE**

To obtain an Accounting position with a company that will allow me to utilize my degree, skills, and experience with the opportunity for advancement.

**PROFESSIONAL EXPERIENCE**

**VOLUSIA COUNTY SCHOOLS, DeLand, FL**

Manager August 2003 - Present

* Interview, hire, and train new employees.
* Plan and conduct meetings when needed.
* Place weekly food orders.
* Check in and put away deliveries.
* Prepare weekly meal planning charts.
* Count, input, and verify monthly inventory.
* Run payroll reports.
* Prepare daily, monthly, and yearly reports.
* Make daily deposits.
* Conduct yearly employee reviews.

**OUTBACK STEAK HOUSE, Daytona, FL**

Server February 2003 - August 2013

* Wrote patrons' food and drink orders on order slips, memorize orders, or enter orders into computers for transmittal to kitchen staff.
* Served food or beverages to patrons, and prepare or serve specialty dishes at tables as required.
* Cleaned tables or counters after patrons have finished dining.
* Assisted host or hostess by answering phones to take reservations or to-go orders, and by greeting, seating, and thanking guests.
* Performed cleaning duties, such as sweeping and mopping floors, vacuuming carpet, tidying up server station, taking out trash, or checking and cleaning bathroom.
* Checked with customers to ensure that they are enjoying their meals and take action to correct any problems.
* Prepared checks that itemize and total meal costs and sales taxes.
* Collected payments from customers.

**EDUCATION**

**Seminole State College, Sanford, FL**

Accounting Program, expected graduation date Dec 2014

* Current GPA: 3.6
* Technical Certificate: December 2012