

# Mai Shmilovitch

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Philadelphia | PA | 19115 |

## EDUCATION

TEMPLE UNIVERSITY- Fox School of Business, Philadelphia, PA

*Bachelor of Business Administration*

Graduation: May 2025

Major: Management Information Systems | GPA: 4.0

COMMUNITY COLLEGE OF PHILADELPHIA, Philadelphia, PA

*Associates of Arts, Business Administration*

Graduation: May 2023

Major: International Business | GPA: 4.0

## EXPERIENCE

CRAY TASTE, Philadelphia, PA

September 2021 - Present

### *Restaurant Server*

- Managed a high-volume section at a black-owned Jamaican soul-food restaurant with a diverse clientele in Olde City, Philadelphia
- Prioritized customer satisfaction while completing other work tasks, including bussing dishes, refilling condiments, and tending to other tables
- Implemented sanitation and safety protocols for all food and beverages, including regular hand-washing and cross-contamination prevention measures

LESLIE ROSEN CATERING, Bryn Mawr, PA

August 2020 - Present

### *Catering Server*

- Catered events of varying sizes, accommodating guest counts ranging from intimate gatherings of 15 people to larger-scale celebrations with up to 200 attendees
- Coordinated and served multi-course dining experience for guests, ensuring seamless service through organized efficiency and in-depth knowledge of the menu
- Remained on foot for 6-14 hour shifts with consistent movement to quickly assemble events and frequently meet customers' needs

CAFE OLE, Huntingdon Valley, PA

September 2017 - August 2019

### *Cafe Server, Barista, Cashier*

- Executed multiple roles simultaneously, including serving, handling the register, and crafting beverages throughout a 115-seat cafe
- Aided managers in training incoming staff on proper operation of several different espresso machines and brewing equipment
- Honed time management skills to maximize productivity, ensuring all preparations were completed promptly

## SKILLS

Software: Microsoft Word, Excel, PowerPoint

Languages: Advanced Proficiency in Hebrew