

# Eric Cohen

5849 Capsicum Ct  
Las Vegas, NV 89118

315 296 6744

cohen.lee.e@gmail.com

## SUMMARY

Seeking to be a valuable member within your organization. I am a highly motivated and personable individual capable of standard and creative problem solving to any task I may encounter. I strive to be an enthusiastic role model that seeks to adapt and improve myself, allowing me to pass on my knowledge to others.

## EXPERIENCE

### Uber Eats & Postmates Delivery Service

Las Vegas, Nevada — 2017 - 2021

Self-Employed contractor for food delivery with a high volume of customers. Regular vehicle maintenance and inspection, navigating traffic in busy city streets and highways, and providing quality customer service, ensuring a high rating for continued business.

### Mandalay Bay, MGM Resorts International

Las Vegas, Nevada — 2019 - 2020

Security Officer for large scale resort and convention space. Ensuring individuals have proper credentials for restricted areas, radio communication, safety of assigned areas, quality guest assistance and greetings, communicating with peers to coordinate efficient and effective means of duty. Report writing for incidents, ensuring gaming regulations are followed, transferring of funds, de-escalation, safe detainment of individuals as necessary.

### Contemporary Services Corporation

Las Vegas, Nevada — 2019

Supervisor for safety and security of event locations. Monitoring of backstage areas ensuring everyone has proper credentials for access in a courteous and welcoming manner. Directing traffic and communicating with staff to ensure safe and efficient operation. Ensure privacy of backstage areas for VIP clients, deterring unwanted persons and paparazzi from interference.

### Holiday Inn Express

Las Vegas, Nevada — 2015 - 2017

Assistant General Manager for a boutique property in Southwest Las Vegas. On call for day, swing and night audit shifts. Responsible for inventory, delegation of housekeeping responsibilities and guest satisfaction. Interviewing potential candidates for employment and training, general facilities maintenance, generation of group sales blocks, room inventory management, scheduling, accounts receiving, security, asset and liability management. Responsible as prime point of contact for any technical support issues due to my years of personal experience with computers.

### High Peaks Resort

Lake Placid, New York — 2015

Welcomed back to where I began my career in hospitality as the Assistant Front Office Manager. Overseeing department operations to ensure timely and excellent service to all guests. Assisted with planning and implementation for new procedures, delegating tasks to finish for group preparation and communicating with sales team to ensure excellent execution of services for all of our clients.

## Accomplishments

- Certified IHG Guest Experience Champion

## EDUCATION & CERTIFICATES

Electrician and Overhead Construction Certificate — 2008-2009

Knowledge of residential and commercial electrical circuit installation and repair. Proper safety and assembly of power and communication lines on utility poles. CDL training.

Responsive Web Design Certification - 2020

Technical Support Fundamentals - 2020

## SKILLS

- Proficient with Microsoft Office
- Excellent communication and organizational skills
- Knowledge repairing and operating computer systems
- Accurately type an average of 100 WPM
- Expert Proficiency with Opera and Agilysys PMS
- Radio Operation
- CPR/AED Certified
- Familiarity with Surveillance and Surveillance Systems