# *Objective: To bring a hospitable and efficient work ethic that will boost the company’s image, sales, and customer satisfaction.*

# PROFESSIONAL EXPERIENCE

# DRAMAMINE LA - ALHAMBRA, CA 2009-2013

## SALES CONSULTANT

* Demonstrated solid customer focus by building and maintaining business relationships through prompt and accurate service.
* Exceeded and met personal sales targets while continually adapting to company’s rapid growth.
* Provided creative solutions and ideas to the management team on organization offerings that helped expand and market the brand to other cities.

## C.F.B RESTAURANT - LOS ANGELES, CA 2009-2013

## SERVER/ASSISTANT MANAGER

* Communicated efficiently with a team to serve customers and provided exceptional customer service while maintaining order in a fast paced restaurant.
* Demonstrated product knowledge through evident increased volume per order and customer satisfaction.
* Had to mediate multiple customer-employee conflicts and learned to anticipate customers needs.

**COCO PALM RESTAURANT** - POMONA, CA 2013-2015

ADMINISTRATIVE ASSISTANT

* Provided administrative support to the Human Resources and Accounting Department by inputting payrolls and sales reports.
* Assisted in collecting data on local restaurant and banquet competition.
* Provided excellent customer service to internal and external clients via phone, e-mail, and in person.

# EDUCATION

**Mount San Antonio College** Walnut, CA

*Bachelor of Science, Biological Science* June 2017

**National Teen Leadership Program** 2010-2013 **High School Varsity Basketball** 2009-2013

# SKILLS

* 4+ years of team and leadership experience.
* 5+ years in sales and customer service experience.
* 5+ years experience handling money and using cash register and credit card machine.
* 3+ years managerial experience.
* 3+ years office experience.
* Fluent in Spanish and English.
* Fluency in Macintosh, 10-key keypad, Microsoft Office, Excel, and Outlook.