

# Kari McCullough

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## Education

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East Carolina University  
Theatre Arts                      2003 - 2007  
Activities                          ECU Women's Soccer Team

## Work and Volunteer History

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<b>House Manager</b> , The Marsh	Present
<b>Manager</b> , Park Chow, San Francisco	August 2016 - May 2017
<b>Server</b> , Chow, San Francisco	March 2014 - 2016
<b>Performer and Production Manager</b> , Leela	2014 - 2016
<b>Bartender</b> , Churchkey, D.C.	October 2011 - 2013

## Qualifications Summary

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- Production Manager: Produced, planned, promoted, and hosted multiple performances and events.
- Computer: MS Word, MS Powerpoint, MS Excel, Google Drive, Final Cut Pro, Adobe Photoshop
- Management: Supervised, managed supplies, hired staff, problem solved, customer service.
- Communication: Skills obtained through professional work environments, leadership roles, and improv.

## Skills and Accomplishments

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### Organizational and Administrative Skills

- Scheduled rehearsals, performances, and events by coordinating with members and businesses.
- Provided a safe and positive work environment, coordinated schedules, delegated work, negotiated with sales reps, handled sales reports and money, and provided strong leadership.
- Planned potlucks, parties, performances, social outings and classes focused on team bonding.

### Teamwork and Interpersonal Skills

- Ordered draft beer, met with multiple brewery reps to build trusted relations, and organized a brewery tour for the staff.
- Worked in multiple positions within the restaurant industry for over 10 years and used teamwork to accomplish the tasks needed to meet our customer's needs.

### Problem Solving Skills

- Reorganized inventory spreadsheets and storage rooms to create an efficient ordering process and easily manage supply levels.
- Increased restaurant's rotating beer sells by introducing new local craft beer, properly educating staff, and ordered sixtels to rotate at a quicker rate.
- Created a new dessert ordering sheet to successfully increase product sales, maintain freshness, and decrease product waste.