

Summary

Professional with extensive background in hospitality etiquette, sales, and superior costumer service. Working in various sales positions has provided strong interpersonal and service skills. Currently managing Maggiano's catering department in downtown bellevue.

Professional Skills

Sales
Customer service
Work Scheduling
Data entry
Ms office

Education

Kennedy Catholic High School
High School Diploma
Burien, Washington
Graduated June 2015

Employment History

Catering Sales Coordinator
Maggiano's Little Italy
Bellevue, Washington
November 2018 - Present

Manages professional catering crew as they prepare and serve food at wedding receptions, charity events, holiday brunches and office functions. Achieved 115% of target sales for the year, ranking 11th in my company and generated \$65k over my projected sales goal, ranking 7th place company wide.

Concierge and Guest Services Representative
Bellevue Club Hotel
Bellevue, Washington
February 2018 - November 2018

Ensured guest satisfaction and revenue optimization through checkin, checkout and the coordination of hotel services. Specialized in handling Expedia leads with proficient data entry skill.

Sales Associate
Rairdon's Maserati of Kirkland
Kirkland, Washington
August 2017 - February 2018

Sold luxury vehicles using exceptional interpersonal skill and expansive product knowledge so that customers would feel confident in their purchase. Managed the stores online leads, negotiating pricing for cars in our lot.

Inside Sales Representative
Nick McLean Real Estate Group
Wenatchee, Washington
January 2017 - August 2017

Managed several lead generation platforms and was responsible for follow up emails and calling. Received formal training for inside sales and utilized this to close several deals as a cold calling specialist.

References

Andrew Willson

Executive Chef