

Yute Sophonvit Lilitprapun

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Summary

Managing and service-oriented professional with over eight years experience working in various fields

Experience

Key Skills

Javascript
HTML
CSS
React JS
Redux
Redux toolkit
Virtual Machine
Computer Peripherals
Customer Service
Team Player
AS400
Zendesk
Salesforces
Garment Construction
Fabrics
Sewing Techniques
Data Entry
Hotel Booking

JAN 2021 - NOW

MANAGER, SERVER

ZOOB ZIB, SPICE RESTURANT, NYC

- Managed Restaurant and push sales (Delivery, Pickup and Dine in) up to \$10,000 per day, ensure all the supplies are fully stocked and prepare sale reports

APRIL 2018 – APRIL 2020

PRODUCTION MANAGER ASSISTANT

SL LEE CORP. AND 8TH PRODUCTION (GARMENT FACTORY), NYC

- Consistently met tight deadlines of orders and ensured accurate QC of high-end garments exported to Europe and Asia. Streamlined ordering process to save the company **\$3,000** per production run by reducing production time from 4 weeks to 3 weeks. Sourced new suppliers to save the company **\$1,000** per order. Managed operations and payroll for 10 staff

NOVEMBER 2017 – APRIL 2018

SERVER

LENG THAI, SPICE RESTURANT, NYC

- Maintained fast, accurate service, positive guest relations and ensuring each guest is served courteously, quickly and efficiently with a sincere, positive, pleasant and enthusiastic attitude

DECEMBER 2016 – MAY 2017

HOTEL ADMINISTRATOR (CUSTOBER SERVICE)

TRAVELOKA, BANGKOK, THAILAND

- Provided Customer support and solve their issues with hotel booking via Telephone and provide internal support via **Zendesk, Slack and Skype**
- Coordinated with company's partners (**Hotelbeds, Expedia**, etc.) to resolves booking issues

OCTOBER 2015 – NOVEMBER 2016

DATA ENTRY

GULLIVERS TRAVEL ASSOCIATES

- Provided data entry internal task supports to London, New York and Delhi branches via **Salesforce**
- Entered data, create, generate and mapping codes in company database using **Excel, Word** and **AS400**

EDUCATION

High School – Pitbul Wittayalai - Thailand