

Victoria Tombor

Long Beach, CA | linkedin.com
Victoria.Tombor@gmail.com | (480) 298-4645

EDUCATION

California State University, Dominguez Hills
Bachelor of Arts in Public Relations & Advertising
Long Beach City College
Associate Degree to transfer in Communications

June 2019

June 2013

SKILLS

- Creative, passionate and ambitious individual
- Committed to providing unsurpassed customer service
- Self-motivated
- Collaborative team player
- Strong planner and problem-solver
- Ability to juggle multiple priorities and meet tight deadlines without compromising quality

EXPERIENCE

Sales Associate & Social Media Delicate
Orangetheory Fitness: Long Beach, CA

Feb. 2019 - Current

- Meet and exceed all sales goals and key performance indicators
- Establish and maintain an effective customer referral program
- Maintain accurate records using established sales systems
- Conduct telephone inquiries/follow up calls/customer care calls
- Lead OTF studio tours with prospects and/or fitness program holders

Manager
The Grain Cafe: Long Beach, CA

Jan. 2018 - Feb. 2019

- Oversee the efficient running and profitability of restaurant
- Manage restaurant's good image and suggest ways to improve
- Promote the restaurant in the local community
- Coordinate daily restaurant operations and costs
- Motivate staff to provide excellent customer service
- Create staff schedules

Server/Lead/Hiring Assistant
Lazy Dog Restaurant & Bar: Cerritos, CA

Feb. 2012 – Jan. 2018

- Server
Strong organizational skills
Personable and energetic nature
- Lead
Lead and directed team with energy
Create floor charts
Forecasted daily sales
Opening management duties
- Hiring Assistant
Received resumes and pre screened candidates
Arrange interviews

File applications in organized fashion and data entry

Once hired, schedule new employee for training

- New Restaurant Opener

Training, develop and coach new employees

Set up for short-term and long-term performance evaluations

Responsible for coaching and developing new employees in all areas including culture and core values of the company