

Natalie Boone

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Professional Summary

Experienced sales manager with a superior ability to create personalized solutions based on the client's needs and desires, ensuring the success of each transaction. Highly organized professional with eight years of experience in the hospitality, food & beverage and event management industries specializing in corporate, government and non-profit sales and planning. A flexible team member who enjoys taking on new challenges, learning new skills and adapting to new organizational procedures.

Core Competencies

- Negotiating Catering & Group Contracts
- Corporate Event Planning & Management
- Team Building & Training
- Creating Lasting Partnerships
- Maintaining Event Budgets
- Resolving Conflict & Concerns

Work Experience

BRIO TUSCAN GRILL

DECEMBER 2015 - PRESENT

Hostess

DOUBLETREE BY HILTON CHARLOTTE

APRIL 2011 – NOVEMBER 2015

Catering & Group Sales Manager

- Exceeded goal by generating \$598K in guest room revenue and \$192K in catering revenue in 2014
- Developed sales strategies to meet or exceed established catering and room night goals
- Optimized resources by evaluating food & hotel labor costs to fit within required meeting budget
- Delivered highest level of customer service to exceed the client's expectations

Education

MINGLE SCHOOL OF REAL ESTATE – CHARLOTTE, NC

AUGUST 2016

- North Carolina Pre-License Course

JOHNSON & WALES UNIVERSITY – CHARLOTTE, NC

JUNE 2010

- Bachelor of Science, Sports, Entertainment & Event Management
- Concentration: Food & Beverage Management
- Magna cum laude