

# Mateo Carvajal Gutierrez

234 Ne 3<sup>rd</sup> st Apt. 1501

Miami, FL 33132

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**OBJECTIVE:** Dedicated and driven professional with experience across a variety of businesses and industries. Ability to get things done quickly and complete detailed tasks and projects on time. Known and respected for taking a resourceful and focused approach to completing work and responsibilities.

## SKILLS & ABILITIES:

- ❖ ADOBE
  - Photoshop
  - Illustrator
  - InDesign
  - Premier
  - After Effects

## WORK EXPERIENCE

### **CVICHE 105's Wasska Lounge**

105 Ne 3<sup>rd</sup> Avenue Miami, FL 33132.....2012 - 2014  
(305) 577-3454

#### **Bartender**

- ❖ Ensure the bar is equipped with the necessary tools
- ❖ Review any special cocktails of the day
- ❖ Make sure ALL wines, mixers, sodas, or juices are fresh
- ❖ Obtain a clean work area
- ❖ Mix and serve drinks with a delicious and professional experience

## **United States Marine Corps (USMC)**

*MCAS San Diego, CA 92145.....2006 – 2012*  
*(858) 577-1011*

**Sergeant of Marines**

- ❖ Platoon SGT of over 40 Marines
- ❖ Coordinate physical exercise daily
- ❖ Inspect and insure all proper attire
- ❖ Maintain a high physical and mental performance
- ❖ Provide classes and knowledge for junior marines
- ❖ Provide mentoring
- ❖ Lead by example