

Hostess / Server | Bakersfield - Indianapolis, IN | 04/2015 - 05/2017

- Greet and assist guests to tables Enter and serve food and beverage orders Make recommendations on menu items, beverages and pairings.

Server / Bartender | Zest (closed) - Indianapolis, IN | 09/2014 - 04/2015

Member Services Representative | Angie's List - Indianapolis, IN | 12/2013 - 09/2014

- Provide quotations for new business, renewals, or changes Resolve problems, complaints, and handle various customer issues Update member's records and record events of transaction Create and maintain computer files and calendar for follow-up action Create reports documenting feedback.

Server | Ralston's DraftHouse - Indianapolis, IN | 05/2013 - 02/2014

Maitre D' / Social Media Coordinator | Maggiano's Restaurant - Indianapolis, IN | 02/2012 - 05/2013

- Manage front of the house – reservations/room configurations/event planning Train and manage wait staff, assign tables and banquet rooms Mitigate and resolve issues and handle special customer requests Update social media sites – Facebook, Twitter, etc.

Sales and Advertising Coordinator | MOKB - Indianapolis, IN | 01/2012 - 05/2013

- Prepare and Distribute Advertising Materials Promote Artists and Performance Venues throughout INDY Solicit Advertising Sponsors and Services.
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Education and Training

University Of Washington | 2021

Certificate: Full Stack Flex Coding Bootcamp,

A 24-week intensive pro

University of Indianapolis | 2010

Bachelor of Science: Public Relations, Marketing