RYAN MOON

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Work History / Other experience

Assistant Catering Supervisor, 11/2019 to 10/2021
Shin Mi Catering – Los Angeles, CA
- Assisted manager in managing employees by making sure events were going according to schedule.
- Assisted in customer services including food service, bussing, and resolving any customer complaints.
- Led teams of 3 or 4 in serving groups of up to 600 and provided exceptional customer service and event experience.

President, 08/2020 to 06/2021
UCR KCM – Riverside, CA
- Led a group of 9 core members to ensure the efficiency of UCR KCM and assisted in leading over 100 members.
- Assisted in maintaining finances as to not go over budget and making sure finances were delegated properly and delegated roles appropriately and accordingly to each of the core members.
- Oversaw 7 committees with different functions to the organization and worked together in planning and executing events throughout the year.

Golf Pro Shop Assistant, 07/2020 to 10/2020
Sand Canyon Country Club – Santa Clarita, CA
- Provided exceptional services and pleasant shopping experiences to retail customers.
- Maintained tee times and assisted manager with golf operations using ForeUp software and provided accommodations to the customers during the Covid-19 pandemic.
- Assisted manager with sales operations including merchandising by seeking wholesale markets for golf balls and other golf apparel and helped assist in driving up sales in the pro shop by designing marketing signs for specific merchandises.

Waiter, 09/2018 to 11/2019
Tomo 7 Sushi – Riverside, CA
- Kept server areas clean and stocked to increase efficiency while working tables.
- Bussed and reset tables to keep the dining room and work areas clean.
- Provided customer service to ensure customer satisfaction.

Education

Bachelor of Arts: History, 06/2021
University of California, Riverside - Riverside, CA

Skills

- Task Delegation
- Organizational skills
- Time management skills