Kaitlan Trujillo

525 Mono Street, Mammoth Lakes, CA, 93546

**(909)969-0916**

**kaitlan.trujillo@gmail.com**

# Experience

## DECEMBER 2019 - MARCH 2020

### Mammoth Mountain Ski Resort, Mammoth Lakes, CA *- Reconciler*

* Making sure daily revenue is being recorded correctly
* Create over/short reports
* Auditing the various departments
* Breaking down money
* Filing receipts
* Closing out the unclosed drawers from previous day
* Working with excel, report manager, and sales

## DECEMBER 2018 - APRIL 2019

### Mammoth Mountain Ski Resort, Mammoth Lakes, CA *- Ski/Snowboard Instructor*

## Set up/tear down perimeters for designated ski school areas

## Teach classes of different skill levels how to improve further

## Run magic carpets

## Make sure the kids were having fun and being safe

## Talk to the parents about how their kids did at the end of the day/lesson

## AUGUST 2019 - MARCH 2020

### John’s Pizza (Outlaw Saloon), Mammoth Lakes, CA *- Busser/Expo*

* Bring menus and waters to tables when guests sit down
* Bussing tables
* Running food and drinks to tables
* Stocking silverware and dishes at stations
* Assist bartenders in cleaning and stocking ice
* Take out the trash when needed and at the end of the night

# Education

## SEPTEMBER 2014 - JUNE 2018

### University of California-Riverside, Riverside, CA *- Bachelors in Economics*