

Theo Wright

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Balham, London

PROFILE

- A General Manager from the Hospitality industry with over 5 years' experience
- Proficient in business/operations/events management, managing teams of up to 35 staff and managing relationships with a wide range of suppliers, brand partners and food traders
- Seeking a new career opportunity in PR/Communications through which I can utilise my skill-set, industry knowledge and network to continue my professional development in a sector that I am very well suited to and ambitious to progress in

EXPERIENCE

Nov 2019 - Dec 2019

Account Assistant - Tonic PR & Communications (Internship)

- Worked across several accounts simultaneously including Honest Burgers, The Laundry, Vinegar Yard, Blenheim Forge, Flank, Arabica, Good Birds and Pastaio
- Researched and contacted journalists and influencers to invite to events
- Drafted and sent out press releases, pitches and invites and secured coverage for events pitched whilst there
- Attended press evenings and launches
- Assisted with monthly client reports and sat in on client meetings
- Used my contacts to help source potential new clients

May 2015 - Nov 2019

MJMK Ltd - multiple roles held, see below for details

Dec 2018 - Nov 2019

MJMK // General Manager - Pop Brixton Bars, Pop Brixton

- Managed the three concept bars on the Pop Brixton site - 1,200 capacity, 70k-80k average weekly revenue
- Managed all aspects of the business/operations and a team of 35 staff
- Managed P&L and EBITDA and reported to company directors
- Preparation of payroll
- Managed relationships, prices and commercials with brand partners and suppliers
- Produced and executed activations in collaboration with brand partners including: Johnnie Walker concept bar (Johnnie Walker/Diageo), Halloween Events (Schweppes/Coca Cola), Fireball Sessions (Lagunitas/Heineken), Rugby World Cup (Red Stripe/Heineken), Guinness Six Nations (Guinness/Diageo), Wimbledon (Pimms/Diageo)

Dec 2015 - Nov 2019

MJMK // Bar Manager - MJMK Events

- Managed the bars and operations at a range of events and festivals ranging from 250-3000 guests
- Worked with the Head of Marketing to secure sponsorship from our brand partners to produce activations at events

May 2018 - Nov 2018

MJMK // Assistant General Manager - The Belrose, Belsize Park

- Part of the opening management team
- Responsible for staff recruitment, management, training and development
- Managed team of 20 staff
- Managed relationships with alcohol suppliers, brands and sponsors

- Drinks menu creation and development
- Executed a range of in-house events, tap takeovers, tastings and masterclasses
- Stock ordering and control
- Managed P&L and EBITDA and reported to company directors

May 2016 - Oct 2016

MJMK // General Manager - The Spectator, Pop Fields

- Set up and managed a 1,000 capacity pop-up fan-zone for UEFA Euro 2016
- Utilised the space to execute a range of other events
- Responsible for menu design
- Responsible for staff recruitment, management, training and development
- Managed P&L and EBITDA and reported to company directors
- Tracked sales and footfall to ensure targets were being met

May 2015 - May 2018

MJMK // General Manager - S11 Bar, Pop Brixton

- Managing all aspects of the business/operations and a team of 15 staff
- Responsible for staff recruitment, management, training and development
- Stock ordering and control
- Continually developed and updated drinks offering in line with trends, demand and sponsorship deals
- Negotiated with various suppliers to manage and reduce overheads
- Worked with brand sponsors to exceed volume targets
- Managed P&L and EBITDA and reported to company directors
- Preparation of payroll

Mar 2014 - Apr 2015

Youngs Pubs // Assistant Manager, The Windmill, Clapham Common

- Managed team of 25 staff - responsible for staff management, training and development
- Stock takes and managing inventory par levels
- Designed and implemented comprehensive staff training guidelines
- Arranged more frequent and focused staff meetings
- Team broke multiple sales records which included taking £50,000 in a day

Dec 2013 - Feb 2014

- Travelling in Australia and Hong Kong

Dec 2012 - Nov 2013

Bar/Events Manager, Ozone Hotel, Australia

- Started as member of Bar Staff and progressed to Bar/Events Manager within 3 months
- Worked with the Events Team to plan and execute a varied events programme

June 2012 - Dec 2012

- Travelling in South East Asia

Aug 2011 - June 2012

Manager, The Cosy Corner

- Management of busy news agents, responsible for all aspects of the business

QUALIFICATIONS

BA (Hons) Politics & Sociology (2:1) - 2011

University of Sussex, Brighton, UK

A Levels: Politics (C), Sociology (C) and Music Technology (B) - 2007

GCSEs: 10 grade A-C including English, Maths and Statistics - 2005

Personal Licence holder - First Aid at Work Lv.3 - Health and Safety Lv.2