

**Tammy Standbrook**  
**Phone: (916) 223-6377**  
**Winniethepooh@wavecable.com**

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**SUMMARY OF QUALIFICATIONS:**

- Intuitive understanding of team cohesion, dynamics and interpersonal relations.
- Very detail oriented and organized and follows thorough to the last detail.
- Driven to achieve operational efficiencies.
- Committed to producing results above and beyond what is expected.
- Ambitious, willing to learn and destined to succeed.
- Able to think independently and quickly resolve problems.
- Effective manager with unique ability to train, motivate and direct people.
- Expertise in anticipating and responding to customer needs.

**RELEVANT SKILLS AND QUALIFICATIONS:**

- Professional talent in checking food quality, daily staffing and cashiering.
- Excels in creating marketing plans, promotions and attending sales meetings.
- Committed in corporate marketing tactics, outside events, marketing audits and donations.
- Professional talent in community involvement and Chamber of Commerce Membership.
- Precise with rules and literal in interpreting rules, schedules and results.
- Very effective in monthly sales meetings, banquet confirmations, organization and follow up.
- Computer skills include Microsoft Word, Internet and E-mail.
- Exceptional in setting example for staff for uniform, timeliness and positive attitude.
- Proven successful in increasing sales and customer base.
- Strong in communication with management team and incentives.
- Effective in four-walls marketing, property-line marketing and neighborhood marketing.
- Maintains marketing plan, audit and marketing budget.
- Enthusiastic in sending out evaluations after banquets.

**EXPERIENCE:**

2009-2012     LaDawn Catering, Roseville, California  
                  **Server**

2008-2009     Sunset Whitney Country Club, Rocklin, California  
                  **Lead Server/Cashier**

1989-2006     Cattlemens Restaurant, Roseville and Rancho Cordova, California  
                  **Cashier/Waitress/Assistant Floor Supervisor/Bookkeeper/Assistant  
                  Manager/Banquet Manager/Marketing Manager**

**EDUCATION:**

**Seminars:** Life Scripts, Conflict Management Skills for Women, One-Minute Management, How to Deal with Employee Attitude Problems and Handle People with Tact and Skill.  
**Get Motivated Business Seminars** by Zig Ziglar, Tom Hopkins, Suze Orman, Joe Montana and Rudolph Giuliani.  
California Nanny College, Sacramento, California  
Oakmont High School, Roseville, California - **Diploma**

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I am enclosing for your professional review a copy of my resume. Currently, I am seeking a position in which I may apply and expand my present knowledge. You will note as you read my resume, that I offer excellent experience and skills. I believe I would be of immediate value to your company.

My work performance is thorough, resourceful, and I pay close attention to details. I welcome the challenge and responsibility of proving my worth to an organization that appreciates quality performance.

If, upon review of my qualifications, you feel that you have a present or prospective need for an individual with my skills, I would like to arrange a meeting within the next two weeks to discuss the possibilities. Please contact me at the above e-mail address or telephone number.

Thank you for your consideration and reply. I look forward to hearing from you soon.

Sincerely,



Tammy Standbrook  
Enclosure: Resume