

Tan Nguyen

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Transplant from Memphis, Tennessee is seeking a part time job in the hospitality industry of San Francisco. The applicant is willing to work on weekends and holidays.

WORK EXPERIENCE

2012 - 2013	Bartender at <i>Wade & Company Catering</i>	Memphis, TN
	• Drive revenue creation through customer service, execution of beverage program for catered events, and costs control	
2005 - 2007	Server at <i>Benihana</i>	Memphis, TN
2007 - 2012	Bartender at <i>Benihana</i>	
	• Drive revenue creation through execution of service and quality standards	
	• Maintain accurate dollar accounting and sales receipt balancing at closeout	
	• Execute company cocktail/wine/sake programs to standards and contain input costs to maintain profitability	
2009 - 2010	Metal Finisher at <i>Smith & Nephew</i>	Memphis, TN
	• Maintain an efficient and quick production process to maximize revenue	
	• Package medical devices per specifications	
	• Buff metal knee implants per specifications	
2003 - 2004	Data Entry Clerk at <i>Spherion at Jabil Global</i>	Memphis, TN
	• Timely input of data to drive productivity in the refurbishment process	
	• Maintain accurate labels for electronic equipment	
	• Track product inventory from the point of receiving to the point of unpacking	

SKILLS

Microsoft Suites, including Word, Excel, and Outlook; Adobe Acrobat; Windows and Apple Macintosh OS;

EDUCATION

2011 – 2012	Bachelor of Business Administration, Accounting
	University of Memphis, Memphis, TN
2006 – 2008	Bachelor of Business Administration, Finance
	University of Memphis, Memphis, TN