

ALYSSA NICOLE LARSON

(815)979-4991

LEADERSHIP IN SERVICES...

PRIVATE EVENTS SPECIALIST

May '11 - present

\$19/hr.

Jonathan Beach Club

Private Events Manager:

850 Palisades Beach Rd. Alessandro Mastrobuono

Santa Monica, CA 90403 Ph(310)393-9245 x5433

Responsibilities: To provide excellent services for parties' private reservations; to set-up and breakdown, including conscientious arranging of tables and chairs, polishing and setting silverware, boxing tables, placing and folding linen and decorating; to run buffet and bar stations; to instill desire for hors d'oeuvres, cocktails and beverages using its detailed name and description; to provide speedy entrée deliverance and clean-up service; to run a bar or food station, to guide members and guests through a memorable experience by maintaining events' real-time scheduling needs, to thrive as an event's sole executor, working as a duo or with a small team.

ASSISTANT MANAGER / PREP COOK

May '04 - Aug. '04

\$10/hr. + Food & Board

Pine Grove Resort

Cobb Mountain, CA

Manager:

Martin Squires

Ph(515)321-0340

Responsibilities: To co-run a summer resort using team organizational skills as well as individual innovation; to delegate responsibilities amongst a small staff; to cook within and run a compromised grill; to effectively and regularly record inventory for a general store; to run cash registers; to clean-up trash; to sweep common areas; to ensure safety for guests; to maintain restrooms and facilities; to replenish stock; to play my part in keeping morale high for short and long-term "grovers" by keeping the customer first and keeping lines low.

Reason for leaving: Seasonal position.

SERVER / HOST

Jan. '06 - May '06 /

Sept. '04 - Jan. '06

As host: \$10/hr.,

As server: minimum + tips

PJ Clarke's Restaurant

302 E. Illinois St.

Chicago, IL 60611

Manager:

Pepe Guzman

Ph(312)670-7500

Responsibilities: To provide excellent service in a fast-paced restaurant; to maintain menu and Micros POS system knowledge; to roll silverware; to set-up dining areas; to clean-up server stations and re-fill condiments; to take reservations; to give wait times and to guide.

Reason for leaving: Seasonal job opportunity.

SUPERVISOR / BARISTA

Sept. '06 - May '07

\$7.60/hr. + tips

Argo Tea Café

958 W. Armitage

Chicago, IL 60614

Manager:

Jacqui Reynolds

Ph(773)388-1880

Responsibilities: To provide excellent café food and drink service; to maintain POSitouch POS system knowledge; to correctly brew various kinds of tea and Illy Coffee; to set-up and maintain cleanliness for the indoor and outdoor café areas; to stock loose tea, coffee and related merchandise; to keep extensive knowledge about baked goods as well as the teas, including their qualities, histories and geographical origins; to operate a cash register; to excel with a cappuccino machine; to make quality drinks; to maintain restrooms.

Reason for leaving: Seasonal job opportunity.

CATERING ASSISTANT

Sept. '07 - Dec. '10

\$13/hr. + tips

Food for Thought

7001 N. Ridgeway Ave. Rosie Bajic

Lincolnwood, IL 60712 Ph(847)745-5166

Director of Operations:

Responsibilities: To provide superior catering services, most often for big events across Chicago, in landmark buildings as well as for private parties, including set-up, service and teardown. Thanks to the beautiful work spots, I thrived, even working fast and hard.

We handled parties sponsored by the mayor, corporate events held in museums and weddings. It is the #1 Chicago catering company.

Reason for leaving: Opportunity in L.A.