

Alejandro Mongalo

4459 Olive Ave, Long Beach, CA 90807
(562)810-6766 amongalo@gmail.com

Objective:

To utilize my extensive hospitality / serving experience and leadership skills to improve the profitability and overall service level of a culinary staffing company.

Education

The George Washington University Bachelor of Arts: Electronic Media Minor: Theater	Washington, D.C.	May 2007
---	------------------	----------

Hospitality Experience

Creative Cuisine Concepts

(@ American Honda Motor Co.) Food Service & Hospitality Manager	Torrance, CA	July 2009 – July 2013
- Coordinated banquets up to 400 guests at high-end venues in Los Angeles. - Trained new wait staff and supervised up to 25 employees in large-scale corporate cafeteria. - Executed payroll services and assessed weekly labor costs for company personnel.		

Marble Lane

Server	New York, NY	May 2007 – June 2009
- Ensured fine dining experiences for customers to encourage repeat business. - Bilingually communicated customer's additional meal requirements and requests to kitchen staffs. - Suggested cocktails, menu items, and other specials the creative team wished to promote.		

Professional Experience

RE/MAX Pacific Properties Real Estate Broker	Redondo Beach, CA	Jan 2011 – April 2012
- Manage the buying and selling of single family, multi-family, and investment properties. - Operate open houses & tele-marketing to represent buyers, sellers, & real estate investors. - Specialize in resources for down payments, first time buyer programs, & FHA loans.		

Daniel Hoff Agency, Inc.

Actor / TV Personality	Hollywood, CA	Aug 2009 – Jan 2012
- Performed captivating acts in theater, television, film, commercials, and print advertisements. - Promoted personal brand thru social media, professional workshops, and industry networking. - Clients include: MTV Network, Spike-TV, WE-TV, Target, McDonalds, Scion, and many more.		

Ralph Lauren Corp.

Top Sales Associate – Club Monaco	New York, NY	June 2007 - July 2008
- Skyrocketed sales at newly launched retail store in the Upper West Side. - Awarded top sales associate in Upper NYC Region. - Assisted in coordinating special events and promotions.		

Volunteer Experience & Community Service

St. Francis Medical Center Clinical Care Extender Intern	Lynwood, CA	June 2012 - Present
--	-------------	---------------------

- Support physician assistants during laceration suturing in the emergency room.
- Take vital signs of patients to help the nursing staff.

Towne Street Theater Los Angeles, CA Summer 2011
Kids Musical Theatre Camp, volunteer
- Roused up the children for rehearsals by leading acting and movement warm-up exercises.
- Worked as stage crew and production assistant during performances.

Amigos de Nandaime Nandaime, Nicaragua 2009, 2011
Relief Coordinator
- Gathered children's clothing and toy donations in the U.S. and prepared them for travel.
- Partnered with locals to distribute food, clothing, and medicines for impoverished natives.

Junior Blind of America Los Angeles, CA 2010
Holiday Event Volunteer
- Worked with seeing-impaired children by setting-up and breaking-down interactive holiday events.
- Facilitated family games as they enjoyed arts & crafts, and live Stevie Wonder music with the kids.

Heritage Missions Nairobi, Kenya 2008
Medical Relief Volunteer / Missionary
- Traveled to the most destitute area in the country to provide medical relief, food, and clothing.
- Evangelized a message of hope and love to locals in their churches and homes.

Leadership

St. Francis Medical Center Lynwood, CA Nov 2012- May 2013
Recruitment & Training Coordinator
Clinical Care Extender Program
- Organize and attend recruitment events on university campuses to promote program.
- Grade applications and evaluate candidate compatibility during interview sessions.
- Lead training days for 120+ interns with informational presentations covering hospital procedures.
- Created mock casting sessions to improve fellow leaders' public speaking abilities.

Research

Charles R. Drew University of Medicine & Science, Los Angeles, CA Feb 2013 – May 2013
Biomedical Science Research Assistant
Department of Internal Medicine, Dr. Theodore Friedman, Chief - Division of Endocrinology
Nicotine Drug Addiction
- Assisted with mouse sacrificing and organ separation after completion of experiment.
- Teamed with master's students to maintain electronic database of Principle Investigator's study.

Awards / Honors

CDU/ Kaiser Scholarship Los Angeles, CA 2012
For Academic Merit and Commitment to Underserved Communities

Dean's List Washington, DC 2005 - 2007
The George Washington University, Graduated with Honors

Certification

Licensed Real Estate Broker Los Angeles, CA 2011
State of California Bureau of Real Estate

Specialized Skills

- Spanish Language Proficiency: Written, Oral, and Reading
- Advanced Computer Literacy: MAC OS, PC, Final Cut Pro (Video Editing), Microsoft Word, Microsoft PowerPoint, and Microsoft Outlook