

*VIVI A. VELOSO*

(310) 749~1027

## **OBJECTIVE**

Stable position as a bartender in a friendly, high-volume team environment where I can utilize my skills and outgoing personality to increase sales and maintain consumer satisfaction.

## EXPERIENCE

## PREMIERE EVENTS

## Responsibilities

### 3) Set up bar &

- Set up bar & prepare cocktails for guests for Premiere, specializing in fast-paced special events, corporate parties, product launch parties, movie premiere after-parties, concerts etc.
- Sales up to \$7000

10/10~06/13 THINK-OUTSIDE-THE-BOOK PUBLISHING LLC Los Angeles, CA

## 20 Customer Service Representative

❖ Responsibilities include:

- Handle customer service calls & emails, input orders, send orders to be fulfilled, reconcile orders, handle disputes, package orders to be sent

07/08~9/10

## BEACHES

Manhattan Beach, CA

## *Bartender*

### Responsibilities include:

- Prepare cocktails for bar patrons and cocktail/wait staff for happy hour (M-F), dinner & Friday & Saturday late night club
- Full menu at bar
- Ensure customer satisfaction
- Sales up to \$6000

12/07~07/08

**BAR COPA/THE ROOM**(Same owner)

Santa Monica, CA

### On-call Bartender

### Responsibilities include:

- Fill in for bartenders when needed
- Prepare cocktails for bar patrons and cocktail servers for fast paced club/lounge
- Ensure customer satisfaction
- Sales up to \$2000

07/07~07/08 **Premiere Events, Groove Crew LA, Host Helpers, Any Occasion** Los Angeles, CA

### Bartender

### Responsibilities include:

- Set up bar & prepare cocktails for guests for four Los Angeles-based catering companies specializing in fast-paced special events, corporate parties, product launch parties, movie premiere after-parties, themed house parties(big & small), etc.