

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

09/10~present

PREMIERE EVENTS

Los Angeles, CA

Bartender

Responsibilities include:

- ☞ 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

☞ **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.