

# Patricia E. Weingart

## Current Address

248 Catalina Drive  
Newport Beach, CA 92663  
[patricia.weingart@gmail.com](mailto:patricia.weingart@gmail.com)  
(207)280-2007

## Summary of Qualifications

Competent at managing responsibilities in a high-volume atmosphere  
Skilled at interacting with customers of all socioeconomic backgrounds  
Talented in problem solving and office system design  
Meticulous worker; attentive to quality and detail  
Work well under pressure to meet deadlines  
Excellent verbal and written communication skills  
Proficient in Microsoft Office applications, Micros

## Education

Business Administrations, Southern New Hampshire University  
College Credits: Hotel Resort Management/Culinary Arts  
Allied Schools – Real Estate

## Work Experience

### Supervisor, Montage Laguna Beach, CA, February 2013 – present

- Oversees and supervises daily operations of the restaurant
- Guiding, Directing, and Motivating associates
- Train associates in service, sanitation, and safety procedures
- Observe and evaluate workers and work procedures to ensure quality standards and service
- Analyzing information and evaluating results to choose the best solution and solve problems

### Server, The Resort at Pelican Hill, Newport Coast, CA, February 2012 – March 2013

- 5 Star customer service
- Sales in food and beverage

### Server, Newport Landing Restaurant, Newport Beach, CA, June 2011-June 2012.

- Customer assistance
- Sales in food and beverage

### Sales, Lake Tahoe Adventures, South Lake Tahoe, CA, December 2010-May 2011.

- Greeting and assistance of customers
- Creation of reservations and finalizing sales
- Inventory control
- Control of operations between office, shuttles, and tours

### Restaurant Manager, The Black Frog Restaurant, Greenville, ME, June 2003-September 2003; June 2005-September 2005; May 2006-November 2010.

- Training of all new employees
- Monitoring sanitation in all FOH areas
- Assistance in scheduling
- Operation of the property including financial management at such time as the owner is away from the property
- Primary communication between the FOH and BOH with the kitchen manager

### Assistant Property Manager, Benevento Family, Greenville, ME, September 2008-November 2010

- Ensuring proper maintenance of all three residential structures
- Ensuring proper maintenance of all motor vehicles
- Supervision of employed companies on Benevento property and ensuring quality performance