

Patricia E. Weingart

Current Address

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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