

Don Jake Cabicq

Costa Mesa, California

cabicq@gmail.com

949-903-4582

PROFILE

People-oriented individual who engages easily and effectively with all levels of customer service. Dedicated to offering highest quality of customer service under any high volume and pressure environment. Resourceful and takes initiative to get the job done with professional demeanor.

SKILLS AND QUALIFICATIONS

Customer Service

- Highly adapted at recognizing and acting upon customer's needs and offering effective suggestions and advice
- Worked effectively with vendors to order necessary inventory and learn product information
- Resolved customer problems to insure repeat business.
- Handles emergency situations calmly and capably.
- Provided exceptional product and service knowledge to educate clients of all available options.

Management

- Supervised and trained special Banquet staff of 50
- Strong team building and management skills.
- Coordinated and scheduled restaurant operations and private events
- Ordered Inventory and prepared monthly budget
- Created and balanced transaction reports and monthly financial statements

Sales

- Offered information to potential customers interested in renting banquet room
- Negotiated prospective sales. Monthly Sales Budget

WORK HISTORY

New South Deli & Bar, Atlanta, Georgia
Crazyhorse Steakhouse, Irvine, CA.
California Pizza Kitchen, Mission Viejo, CA.

2008-2014
2003-2008
2000-2003