Megan Endicott

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Experience:

Special Events Staffing: August 2014- Present
    Server, Busser, and Food runner
        Duties include: Dinning room set up; buffet set up; table service; tray passing.

Comforts of Home: October 2009- August 2014
    Design Associate and Operations Manager Sub
        Duties include: Assisting clients with furniture design and selection; space planning; maintaining samples, fabrics, catalogs, showroom presentation; answering phones; placing orders; scheduling and receiving deliveries; managing claims; follow up with factories; keeping designer logs.

24 Hour Fitness: January 2005- June 2008
    Front Desk
        Duties include: data entry; membership fee's and check in; answering phones.

The Home Depot: June 2004- January 2005
    Décor Specialist and Floor and Wall
        Duties include: project step by step assistance; specialized product knowledge; placing, tracking and trouble shooting orders.

Claim Jumper: August 2003- June 2004
    Lead Server
        Duties include: table service; conducting open and closing shift meetings; detailing shift events to manager; training new servers.

The Long Beach Yacht Club: March 2002- August 2003
    Front Desk
        Duties include: all club transactions; greeting and directing guests and sailors; reservations for special events; answering phones; assisting organization of the Congressional Cup and it's events.

Fleur de Lis: August 2000- March 2002
    Server and Special Events
        Duties include: table service; dressing the dining room for evening; loading and unloading after off sight special event; soft bar, tray passing, buffet set up, and table service at off sight special events; set up, service, and break down on sight special events.

Volunteer Work:
Richard Nixon Library: Docent April 2009- May 2010
Happy Cats Rescue Group: Cat Rescue August 2007- September 2008
Newport Theatre Arts Children's Theatre: Choreographer June 2007- August 2009
The Costa Mesa Playhouse- Treasurer/ Gala Events 2000- 2004