

# Cameka Nevers

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## Career Overview

- Proactive and Service oriented professional with 10 years of experience in the Retail and Hospitality industries.
- A focused manager equipped with proficient skills that allow me to direct and lead sales teams, increase operational efficiency and provide superior levels of customer service.
- Dedicated to furthering my education in Medicine to become an Internal Medicine Doctor or Anesthesiologist.

**KEY EMPHASIS:** *Client Development, Business Etiquette, Guest Services and Experiences, State and Local Regulatory Guidelines and Compliance, Operations.*

## Education

<b>Concorde Career College</b> North Hollywood Campus - North Hollywood, CA	2012 - Present
<b>National Bartending School</b> Sherman Oaks, CA	2007 Licensed
<b>Aabuthnott Gallimore High School</b> Alexandria St. Ann, Jamaica	2004 Valedictorian

## Computer Proficiencies

MS Office Suite: Word, PowerPoint, Excel, Outlook, Google, Yahoo

## Career Chronology

<b>Staff Supervisor/Bartender – HAHA CAFÉ</b>	<b>North Hollywood, CA</b>	<b>2007 - Present</b>
Staff Supervisor of 6 and currently responsible for staff scheduling, bar set-up, showroom set-up and assisting the Trainer in all new hire training. Also, as 'Head Bartender', responsible for overall bar standards and maintenance, supplies, inventory levels of bar products and ensuring that the guidelines from the California Department of Alcoholic Beverage Control are applied and maintained.		
<b>Manager/Stylist – DIAMONDS HAIR STUDIOS</b>	<b>North Hollywood, CA</b>	<b>2005 - 2007</b>
Full responsibility to manage and operate a boutique hair salon with 6 stylists. Implemented systems to maintain and improve salon standards to meet the Board of Barbering and Cosmetology's Health and Safety Guidelines. Worked directly with Salon owner on recruitment of new hires and training of all new associates.		
<b>Receptionist and Cashier – SPRINT</b>	<b>Los Angeles, CA</b>	<b>2004 - 2005</b>
Welcomed and directed visitors for new sales, service and all customer related departments. Maintained company service standards and policies to obtain the best customer experiences. Contributed and helped maintain store security and communications in a support role. Key team player in overall store operations and efficiency.		

## Associations

*"I have been a supporting member of the Safe Passage Charity for many years now. I am dedicated to the cause of helping women build a new life who have suffered greatly from Domestic Violence. This is a wonderful organization and I aspire to become a member of the Board of Directors".*

