

PATRICE JULION

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OBJECTIVE

Dynamic and driven professional seeking to obtain a full-time position where I can be utilized to the benefit of the company, and ensure continued growth and productivity.

HOSTESS

OSTERIA LANGHE
CHICAGO, IL

JANUARY 2016- APRIL-2016

Greeted Customers, Prepared menus, maintained and made reservations, checked emails, voice mail and invoices; communicated information to managers.

Recorded special orders, typed menus using various Microsoft programs

Maintained the upkeep and style of the restaurant, bussed tables, bar area, polished dish wear

HOSTESS

AMALI MEDITERRANEAN RESTAURANT
MANHATTAN, NY

JULY 2015-NOVEMBER 2015

Received calls, greeted visitors, recorded , relayed messages, and responded to request for information
Relayed orders to the chefs, ensuring all orders are filled in a timely and accurate manner Manages event related work including setting up tables and maintaining both exterior and interior of the restaurant

SALES ASSOCIATE / KEY HOLDER

THE SILVER ROOM ART GALLERY
Chicago, IL

May 2015- July 2015

Curated events, and promotions related to the store

Took special orders, customers request and inventory

Responsible for the opening and closing of the location as well as another location

Trained employees, worked closely with buyers to select merchandise and art work for the store

Worked closely with all the staff and management

Responsible for the social media presence regarding the store

HOSTESS

THE PROMONTORY
Chicago, IL

July 2014 -May 2015

Maintained calendars, schedules and coordinated reservations

Received calls , greeted visitors, managed seating charts/ server sections

Managed event related work including, maintained both exterior and interior of the restaurant

SALES ASSOCIATE/ KEY HOLDER

CALVIN TRAN BOUTIQUE
Chicago, IL

January 2014 –July 2014

Opening and closing the store and performing various security procedures; such as ensuring the security alarm is armed; handling cash, and assuring that the store will be ready to be left until the next opening

Answering queries; and responding to a customer's concerns, assisting in sales,

Organizing merchandise, returning misplaced items, ensuring an orderly appearance of sales displays, putting price tags, preventing damage and theft to merchandise, and processing various forms of payment.

Teaching new employees, and motivating co-workers.

STYLIST (Seasonal Position)

ALL SAINTS SPITALFIELDS
Chicago, IL

Fall/ Winter 2013

Merchandised and sold high-end men's/ women's wear. Obtained a strong product knowledge of current and upcoming trends.

Provided styling solutions for clients in a fast paced atmosphere. Worked toward meeting individual sales and store goals. Worked in a team and individually to meet personal and corporate sale goals.

Retail Product Knowledge	Blogging	Trend Research	Team Leadership	Hospitality
Social Media Marketing	Digital Media	Branding & Identity	Costumer Service	

EDUCATION Roosevelt University Chicago, IL
Graduation fall 2014
Bachelor of Arts and Science: Communications and Media Studies