

Professional History**06/2004 – Present****Caterer**

Self-employed as a full service caterer

Catered parties from 10 - 100 guests

Created menus and price breakdowns

Prepared food

Coordinated party rentals, set-up and breakdown

Designed table centerpieces

Hired wait staff

10/1995 – 03/2006

FileNet Corporation, Costa Mesa, California

Marketing Consultant

Customer References and Research

Web Management

Demand Generation

Contact Management

Technical Profile

Applications:

Microsoft Office, Adobe Photoshop, Adobe Acrobat, Adobe Illustrator, Adobe Pagemaker, Quark Express, e.piphany, Siebel, SAP, Pivotal Markefirst, First Logic, Dreamweaver, FileNet WCM, FileNet Panagon, FileNet P8, FileNet eProcess,

03/1993 – 08/1995

Tony's Sea Landing, Mission Viejo, California

Bartender/oyster bar

High volume restaurant

Served bar guests and wait staff

Prepared hot and cold appetizers for restaurant and bar guests

Average nightly covers 300+

11/1991 – 03/1993

Brio, Laguna Niguel, California

Full service restaurant

Bartender

Served bar guests and wait staff

10/1990 – 11/1991

Hotel Laguna, Claes Restaurant, Laguna Beach, California

Fine dining food server

Average dinner check per person 50+

Served 4 and 5 course wine dinners

08/1988 – 10/1990

5'2", Fashion Island, Newport Beach, California

Bar Manager

Served bar guests and wait staff

Responsible for ordering liquor and bar supplies

05/1985 – 08/1988

Gullivers, 18482 Macarthur Boulevard, Irvine, CA 92612

Reference: Dennis Pederson (949) 833-8411