

Kelvin Davis

Front Desk Manager - Seattle Athletic Club Downtown

Seattle, WA 98107

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206-483-4627

Authorized to work in the US for any employer

Work Experience

Front Desk Manager

Seattle Athletic Club Downtown

August 2016 to Present

As the first point of contact, I assure that every member is greeted warmly with a smile and is assisted with any information that is needed to create a great experience.

- Conduct monthly meetings with my staff for education and training
- Involved with the hiring process as well as creating a Monthly schedule and Payroll as well.
- Conducting tours of the facility and in charge of every aspect involving the athletic club on the weekends
- Organizing and managing different tournaments and club events through the year
- Employee of the month April 2016

West Seattle- Bartender

2016 to 2017

Consistently keep bar and work areas clean and sanitary in compliance with bar standards and local, state, and federal laws

- Greet Newly seated guests in a friendly and timely manner
- Created a great experience with our guests involving many different variations of Mezcals and Tequila

Bartender

STK Atlanta

2015 to 2016

Marketing
/communication and

- Maintained a very clean and edgy uniform look required for employees all while executing tasks at high volume periods Networking skills
- Experienced in
- Able to guide guests through the menu to ensure the best experience as well as pair wines with entrees. different POS systems such as; Aloha/Micros
- Delivering a number of specific cocktails and wine on service bar and Hot Sauce all in a fast period of time.
- Create an ultimate experience with our guests under any amount of pressure

Server/Bartender/ Bar

The Nook @Piedmont Park - Atlanta, GA
2012 to 2015

Able to work different positions at different locations with many different personality types.

- Create and present a weekly schedule that is both delivered on time and fair amongst the team!
- Created Amazing relationships with our Atlanta distributors ● Extremely strong organizational skills
- Experience with the handling and maintenance involving kegs.
- Bar supervisor
- In charge of weekly inventory. Ordering and receiving and beer experience. orders while maintaining exact par levels ● Able to create special
- Event Bartender for special events
drink recipes for any occasion

Efficient server/Bartender

The Nook @Piedmont Park - Atlanta, GA
2011 to 2015

knowledge of different styles

- Maintained a very organized high volume preparation list for a of food, craft cocktails, spirits very busy Atlanta Brunch and beers. Able to effectively
- Working service bar as well as bar guests and tables all while fill a wide variety of orders in creating a great experience for our guests a short period of time all
- Assisted with inventory and creating cocktails for seasonal menus while maintaining an organized workflow of

Education

Marketing

Kennesaw state university
2006 to 2009