

**Work History:**

**July 2012-Present: Part Time Banquets Department/Bartender/Dining Room Server & Bartender**

**El Caballero Country Club**

**Tarzana-91356**

**Responsibilities:**

- Food Sales-Events Server
- Fine Dining Service

**July 2010 - November 2011: Part Time-On Call**

**Supervisor & Events Coordinator**

**Aramark - Life Works Café @ Google, Santa Monica, CA.**

**Responsibilities:**

- Inventory Control,
- Food Costing & Purchasing
- Supervision of On/Off Site Catering Events
- Events Food Preparation & Quality Control
- Overseeing & Supervising of all Catered events

**June 2006-Present:**

**Manager of Events Planning & Catering**

**Any Occasion Inc. Head Quarters Hollywood, CA.**

**Responsibilities:**

- Sales & Event Planning
- Event Staffing & Coordination
- Human Resources (Payroll, Employee Services)
- Insurance Coordinator (Workers Compensation, Event Liability, Etc)
- Event Licensing, Logistics & Permits Coordinator

**April 1997-December 2006**

**Senior Server - Bartender**

**Cravings, Sunset Plaza West Hollywood, CA**

**Responsibilities:**

- Food Sales
- Customer Service for premier clients

**March 1997-December 2008**

**Server-Dessert Sales-Off Site Catering Staff**

**Michel Richard, Beverly Hills, CA**

**Responsibilities:**

- Food Sales
- Catering Sales
- Bartending / Server Duties Onsite & Offsite Events

**References:**

**Manager. Aramark/Life Works, Jimmy Bourqe**

**Office: 310.310.6034 Cell 408.905.6863**

**Owner, Any Occasion Inc, Adam Cohen**

**Office: 323.876.5338 Cell 310.709.1934**

**Manager, Cravings. Latiff**

**Location: 310.652.6104**

**Manger, Michel Richard, Eva**