

# CLIENT E. NAME

555-321-1234

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***Results-driven Food and Beverage Director with track record of success in optimizing operational and financial performance eager to contribute talents toward supporting a progressive organization in driving sales and profit growth***

## PROFILE OF QUALIFICATIONS

Offering years of progressive experience in full-service fine dining industry, specializing in steering multi-million dollar Food and Beverage, Restaurant and Back of House operations to maximize performance ~ Excel in driving all facets of operations spanning human resources, sales and customer service through kitchen management and P&L ~ Motivating, hands-on leader who effectively screens, hires, trains, develops, and directs high-performance teams; encourage employee input in formulating and updating performance objectives and successfully design and deliver in-service trainings to achieve ongoing goals ~ Proficiently project and monitor operating and labor costs as well as allocate and administer budgets to maximize use of resources and boost bottom-line profitability ~ Well-versed in food preparation and kitchen management, with comprehensive background spanning menu planning, equipment management, inventory control, purchasing, client services, and health/safety/sanitation regulatory compliance; includes catering, banquets, receptions, special events, buffets, volume service, and private/high profile entertaining ~ Solid credentials in alcohol management, intervention procedures and risks control ~ Dynamic communication and interpersonal relation skills vital to productively interfacing with corporate management, staff, customers, and suppliers ~ Proficient in MS Office Suite

## KEY ACHIEVEMENTS

- Led Food and Beverage department to earn *Department of the Year*, Seminole Gaming; 2014
- Successfully steered full-scope operations of restaurants generating \$3.5M each in annual revenue production; 2008-2012
- Substantially boosted bottom-line profits by reducing food costs from 52% to 38% within 2 months of joining company; 2008
- Significantly improved operational and financial performance by effectively developing and implementing quality operating manuals thoroughly detailing tasks and processes
- Steered beverage operations of 23 bars/lounges employing 400+ staff and generating \$20M in annual sales for nation's largest casino; 2005-2006

## CAREER TRACK

- DIRECTOR OF FOOD AND BEVERAGE**, Name Of Casino Enterprise-City, ST 2013-2014
- Steered bar/lounge and full-scope restaurant and back of house food and beverage operations, leveraging department to earn recognition as *Department of the Year*
  - Effectively developed and implemented operating manuals instrumental to improving productivity, efficiency, customer service levels, and financial performance
  - Strategically planned, allocated and managed budgets and finances to optimize use of resources, control costs and boost bottom-line profits

**RESTAURANT MANAGER**, Name Of Palace Hotel Casino-City, ST 2011-2012

- Drove full-scale operations of restaurant generating \$3.5M in annual sales, with entire operational and P&L accountability
- Successfully implemented detailed operating manuals comprehensively addressing tasks and processes, substantially enhancing all areas of operation

**RESTAURANT MANAGER**, Name Of Restaurant-City, ST 2008-2010

- Within 2 months of assuming full-scope operational and financial responsibility of \$3.5M annual revenue restaurant, successfully reduced food costs by 14%, substantially increasing profits through strategic and decisive leadership

**DIRECTOR OF FOOD AND BEVERAGE**, Name Of Hotel-City, ST 2006-2008

- Directed bar/lounge, full-scale restaurant and back of house operations, from human resources and operating policies/procedures implementation through financial
- Effectively trained and supervised dynamic team of food and beverage employees; strategically scheduled staff to optimize use of resources and control labor budget while ensuring delivery of world-class, quality service

**ASSISTANT BEVERAGE MANAGER**, Name Of Resort & Casino-City, ST 2005-2006

- Collaborated with Beverage Director in managing operations across 23 bars/lounges for nation's largest casino
- Drove and supported \$20M in annual sales production, with accountability for training, coordinating and supervising 400+ employees

***Prior Background:** Name Of Location, ST; 2003-2006; Additional industry experience details available on request*

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## **P R O F E S S I O N A L   D E V E L O P M E N T**

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*ServSafe Certified*

*TAM, TIPS and CARE Certified Training*

*Certificate in Criminal Investigation*