

ROBERT SMITH

Night Club Manager

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Always try to solve the employee's problems from an objective's point of view by always keeping in mind the companies policies. Besides performing own job duties and responsibilities, always available to support any department when needed.

FEBRUARY 2007 - AUGUST 2007

NIGHT CLUB MANAGER - ABC CORPORATION

- Get in contact with different promoters to maximize the revenue of the nightclub.
- Prepare the payroll for the nightclub staff.
- Oversees the hiring process of new staff.
- Implemented policies and procedures are related to Safety & Risk Management.
- Created schedules for all nightclub departments.
- Managed a bank/change safe with a static balance.
- Supervised and provided exceptional customer service to all patrons including celebrities, casino VIP players, high rollers, and tribal council members.

2003 - 2007

NIGHT CLUB MANAGER - DELTA CORPORATION

- Get in contact with different promoters to maximize the revenue of the nightclub.
- Prepare the payroll for the nightclub staff.
- Oversees the hiring process of new staff.
- Implemented policies and procedures are related to Safety & Risk Management.
- Created schedules for all nightclub departments.
- Managed a bank/change safe with a static balance.
- Supervised and provided exceptional customer service to all patrons including celebrities, casino VIP players, high rollers, and tribal council members.

EDUCATION

Masters Of Science In Non-profit Leadership - January 2014(Cabrini College - Radnor, PA)

SKILLS

Customer Service.