

## Whitney Stark

### Current Address

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### Permanent Address

10040 E. Happy Valley Rd. #621  
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Objective: Hotel/Restaurant Management

Education: Northern Arizona University Flagstaff, AZ  
Bachelor of Science, The School of Hotel Restaurant Management, May 2010

Skills: Demonstrates great initiative when in a group environment.  
People person and problem solver, especially in high stress situations.  
Highly organized and very hard working.  
Basic understanding of hotel and restaurant management concepts.

Relevant Coursework: Food and Beverage Cost Control Hospitality Marketing  
Hospitality Sales Management Hospitality Leadership Systems  
Hospitality Managerial Accounting Hospitality Meeting Planning

Employment History: Kids For All Seasons Attendant, Four Seasons Resort Scottsdale, Scottsdale, AZ  
November 2006 – Current  
Provide a safe and fun environment for younger guests. Put together scheduled activities for these younger guests. Have a thorough knowledge of all Resort activities for all guests.

Food and Beverage Attendant, Four Seasons Hotel Sydney, Sydney, NSW  
January 2009 – June 2009 (Internship)  
Organized banquet rooms for events. Served meals and drinks during events. Cleaned and organized back of house props and utensils. Assisted guests with any and all needs.

Receptionist, MB York Day Spa, Scottsdale, AZ  
June 2005 – July 2006  
Scheduled client appointments. Organized incoming shipments.

Leadership Activities: Chi Omega Social Fraternity  
Matching Chair

- Instructed on ritual procedures to all active members.
- Developed easy to follow guidelines.
- Organized incoming recruits according to given specifications.
- Coordinated groups of active members and incoming recruits.
- Was available to all active members if a crisis arose with a solution.

Facilities Manager

- Collected Housing Corp. dues from all members.
- Organized cleaning schedule of chapter room.
- Coordinated room assignments for members.
- Worked closely with resident assistants.
- Was available if any personal issues arose between roommates with a solution.

Meeting Professionals International – NAU club  
Social and Public Relations Chair

- Organized social activities.
- Coordinated MPI networking events with the NAU club.
- Organized recruitment during HRM club night.
- Assisted in planning a student run event in Phoenix.

**References available upon request.**