

# Faith Moenich

fmoenich@mail.niagara.edu

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## Education

**Niagara University**-Lewiston, NY

August 2014-December 2017

*Bachelor of Science, Hotel and Restaurant Management*

Concentration: Luxury Hospitality Management Focuses: Club Management and Event Management

GPA: 3.63/4.00

## Experience

### **Food and Beverage Manager**

*The Country Club*-Pepper Pike, OH

May 2017-Present

- Lead a service staff of 50 during ala carte dining and banquets/events at the club.
- Ensure that all areas of the club are in pristine condition at all times.
- Assist with the maintenance of our wine room by taking weekly inventory and ordering as needed.
- Update and continue to make changes to our training program in order to make sure service staff will be properly trained and prepared.
- Create weekly schedules for our service staff to ensure that we will be properly staffed for ala carte dining, banquets and events that are occurring at the club.

### **Accounts Receivables Associate**

September 2017-Present

*The Country Club*-Pepper Pike, OH

- Run daily audits for the sales in each department from the previous day.
- Send out monthly statements to the membership detailing their charges for the past month.
- Deposit checks daily and update a member's account when they make a payment.
- Place charges on member accounts when they use one of our reciprocal clubs.
- Have an in depth knowledge of JONAS in order to navigate statements, updates and member profiles.

### **Soda Grill Supervisor**

May 2016-August 2016

*The Country Club*-Pepper Pike, OH

- Supervise a staff of six employees in the making and preparation of food.
- Enter member billing information in the computer system, JONAS.
- Perform opening/closing duties to guarantee that the grill and dining room will be ready for the next shift.
- Run the Soda Grill smoothly and efficiently along with handling any problems that may arise.

## Previous Employment

*Niagara University*-Community Advisor

August 2015-May 2017

*Clarion Hotel*-Front Desk Agent

May 2015-May 2016

*Friendly's Restaurant*-Waitress/Training Manager

February 2012-January 2014

## Certifications

ServSafe Food Handler Certification (expires 2020)

American Red Cross CPR/AED Certification (expires 2019)

Wine Society: Certified Beverage Specialist

## Activities and Achievements

Member of Niagara University's Club Managers Association of America Student Chapter

CMAA Club of the Future Winner (Category: Social Media)

Korea America Hospitality and Tourism Educators Association: 2<sup>nd</sup> place research paper