

Zachary R. Recckio

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EDUCATION

Niagara University

Bachelor of Science: Hotel and Restaurant Management

Concentration: Luxury Hotel Operations Focus: Club Management Minor: Marketing

Lewiston, New York

Expected Graduation: May 2019

WORK EXPERIENCE

Community Advisor

Niagara University

January 2017- Present

Lewiston, New York

- Maintain regular contact and become acquainted with all the residents on my floor by name
- Utilizing the community standards model, encourage residents to share responsibility for maintaining a respectful and positive communal living environment conducive to socializing, studying and sleeping
- Promote an appreciation of Niagara University's core values (spirituality, knowledge, creativity, integrity, and compassion) as well as diversity and multiculturalism through programming and community development

Restaurant Supervisor Intern

New York Athletic Club

May 2017- August 2017

Pelham, New York

- Supervised the Ala Carte Patio Restaurant; managed the staff, accommodated special requests, received and handled member complaints, and interacted with members
- Acted as a mentor and trained a staff of approximately 30
- Served as a banquet supervisor for both small dinners as well as big functions
- Conducted premeal meetings with staff; went over menu changes and specials, quizzed staff on bar and menu items, refreshed staff on wine service, and went over big club functions

Club House Dining Intern

Chevy Chase Club

May 2016- August 2016

Chevy Chase, Maryland

- Promoted to a supervisory position after 2 and a half months of being employed at the club
- Planned and executed the employee picnic for 400+ employees
- Created a 12-month training guide for managers to implement with their staff
- Supervised weekly dinner buffet for 50+ members
- Completed a rigorous 5-week wine boot camp and passed a challenging test similar to sommelier exams

LEADERSHIP EXPERIENCE

Niagara University Club Managers Association, Vice President

September 2017 - Present

- Work closely with President, other student officers and advisor to carry out business of the chapter
- Responsible for fundraising
- Lead training of concessions operations for members

Niagara University Student Government Association, Executive Parliamentarian

September 2017 - Present

- Make weekly meeting agendas
- Assist in updating constitution and by laws
- Ensure that the legislative body is practicing our professional standards

Niagara University Student Government Association, Class of 2019 Vice President

September 2016 - May 2017

- Assisted the president with his duties
- Lead weekly delegation meetings
- Ran all social media pages for our class

Niagara University Student Government Association, Class of 2019 Secretary

October 2015 - April 2016

- Reported meeting minutes
- Assisted in planning events for our school
- Organized weekly meetings

CERTIFICATIONS

- TIPS - Expires 2019
- CPR/AED - Expires 2019