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Robert Barajas

SKILLS

Ability to work in a high paced environment, while maintaining a meticulous workspace and keeping a positive attitude. Aspire to motivate others to tackle any problem at hand. Precision and organization is something I take pride in because it will allow the team to move at a good pace while also leaving less room for an accident.

EXPERIENCE

Chato's Bar & Grill – *Shift Lead / Server*

October 2020 – PRESENT

- Responsible for the environment of the restaurant, and making sure that everyone has everything they need from the host to chefs.
- Being able to multitask with taking multiple tables at once, attend to multiple personalities making sure that everyone is having a good time and enjoying themselves.
- Greeting people and seating them at their table, and always making sure to thank them on the way out.
- Taking the food and drinks out to the tables, inspecting to make sure that we got any modifications or allergies taken care of before dropping the food at the table.
- Answering the phone to make reservations, answer any questions that our guests have, placing phone orders.
- Taking payment for all orders and responsible for turning in a check out at the end of the shift.
- Cleaning up the table when everything is all said and prepping it for the on coming table that is coming.
- Once the shift is coming to an end we have to do work that includes refilling the items that were used on the shift: salt and pepper shakers, trays, polishing the cups that were used, breaking down the soda machine to make sure everything is working properly, rolling the silverware to make sure the people come on after you have everything ready for the following shift.

Butter, Santa Ana – *Merchandise and Sales Manager*

October 2021 – May 2023

- Ordering the products that were used in our day to day operations for cleaning, marketing, as well for the any events that we hosted.
- Making the schedule for the business, and coordinating with other businesses for product explanation.

- Paying all off of the companies when we receive the product and counting the safe daily making sure the money is in order.
- Going over the sales daily with my team on how they were doing over the last couple of days and week.
- Responsible for making all the price tags for the item: choosing the font, text size, color, shape and style.
- Arrangement of the store from top to bottom, where products, how they are getting displayed, moved around.
- Weekly budget meetings to discuss were we are going to allocate money too and helping with placing orders for product we are running low on.
- Having to be able to do every position in the store from, greeting people at the door, answering phone calls, filling online orders, assisting customers when they come into the store, bring up product from the inventory room to the sales floor when we are out or low, being able to intaking the orders when they are brought in to verify that everything is there.
- Responsible sending people on their breaks and lunches and covering their position until they get back.
- Knowing about the products that we have to offer and building my team little study guides to help them learn and are able to explain the product better when the customers have their own questions.

Descanso – *Busser / Food Runner*

June 2018 – October 2020

- Helping with the overall flow of the restaurant and making sure that whenever someone needs an extra hand I am there for them.
- Having to help the serves refill water or drinks that they needed, as well having to run the food when it hits the line to make sure that all the food is always fresh.
- The chefs would leave the food on the line for me to take out but I would need to finish setting up the plates with the garnishes and doing the finishing touches. Cleaning off the plates to make sure that its not dirty or anything is out of place.
- Needing to help the bar with restocking the bar with beers on tap as well as bottles, prep work for the garnishes that go on the drinks, and cleaning up the station afterwards.
- Refilling the salsa and chip station, bening that we were a mexican restaurant and having chips and salsa hit the table as soon as the guests arrive.
- Throwing out the trash and to make sure that everything is put back in its place before heading home for the night.

Nordstrom Rack, Costa Mesa – *Sales Associate*

July 2018 – September 2019

- Working in the men's department were I would help stylize their outfits for the guests that came, whether it was a sporty look they were going for or a suit needed for a special event.
- I would measure the guys around their necks, chests and arms to make sure that any look they are going for whether its baggy, fitted and slim fitted. We also had a tailor on hand so if it was just a bit even that we had to take in because of how much they like the clothes we can do it.

- I would also have to mandate the fitting room and with us being a high volume store we were always having to put clothes back that people were trying on.
- We were also responsible for items that needed to get their price tags made again because the tag was either removed or misplaced.
- Not only did we have to take care of the men's department, we also had to take care of the kids department as well. Making sure all the toys were put back in place. The kids department was in itself was a little easier to keep organized because it was easier to organize since it was arranged by age.

Buffalo Wild Wings, – Host / Takeout

September 2017 – November 2018

- With being the host of a restaurant you have to make sure you are fully well groomed and presentable to help ensure the elevation of the place.
- Creating a list for the people waiting to get sat and also having to make sure that the restaurant and servers have a flow so it does not overload the restaurant.
- Going around every twenty minutes to do a check in with all tables to be able to clean off the table once the people are finished. With being a sports bar that has a ton of televisions for the guests to be able to watch the games from all directions.
- Having to answer and take orders over the phone, and then having to make sure that everything that they ordered was in the bag before we let the guest leave. We would have to do take every box out and open it to reassure with the guest that everything looks correct to them.
- With the wings came along a choice of blue cheese or ranch, with celery and carrots, which we would have to do during our down time.

Bolsa Chica Ecological Reserve, Newport Beach – Intern

February 2016 – May 2016

- I would assist on any tours that my mentor were to take people of the area since it was about a ten mile stretch of land and water. Talking about the species that were occupying the area and the invasive specie that were taking over the California coastal line, Sour Fig also know as Highway Ice Plant.
- Taking notes of the area we were surveying and go back in a couple of weeks to see how the land was changing over time. Entering the data in a computer with the help of Mr. Paquette who was my advisor at the time.
- Participate in the restoration projects that occurred weekly to help tame the invasive species and try to replant the nature species that were found in the ecosystem.
- Feeding the animals that we cared for at the ecological lab which includes small snakes, and fish. Cleaning out the tanks and getting them ready to potentially be released back into the wild.

Abercrombie , Costa Mesa – Sales Associate

August 2015 – September 2017

- Organizing the clothes, making sure that the store maintained a clean area, moving displays around when told to because of the change of seasons or fashion.

- When assigned to the register, needing to make sure that everything has a tag on it, making sure that the item that was scanned from the barcode matches the item that you have in your hand, and taking the money or make sure the transaction goes through before giving them the items.
- Checking on the guests that are in the store to see if they need help stylizing themselves or getting the correct size they needed. Asking if they need a fitting room to try on the clothes they have with them or even just to inform them about the sales we had currently in the stores.
- Doing overnight shifts where we need to get everything switched out for displays and putting up new signs and pictures for the new season to come.
- Answering the phone to help the customers in anyway they needed, how to get to the store, sales that we have going on or if we had a certain item in stock.

EDUCATION

Orange Coast College, Costa Mesa

August 2016 – June 2018

I attend college and finished off my general education. I still however need to go back and take a few more classes to get my Bachelors Degree.

Seegerstrom High School, Santa Ana

August 2012 – June 2016

In high school I was apart of clubs, sports and student council. From running miles in cross country, to swim laps in water polo and endless nights in the gym for volleyball being a part of a team in something I revel in because everyone on the team has the same goal and its going to take the whole team in order to accomplish that goal. Also being in Red Cross and Fellowship of Christian Athletes I was given the same opportunity but in more a subdued level since it required a different level of focus with still team cooperation. In student council I was Spirit and Pep coordinator that meant I was in charge of posters, rallies, games were just some of the things that fell under my domain.

References

- Hiedi Ann Wissa , (949) 330-0706
 - Chapman University Admin, Mentor
- Jason Fedrickson - (909) 681-6010
 - Butter COO , Mentor