

NATALIE BUTLER

PROFESSIONAL SUMMARY

Accomplished Assistant Manager and Craft Bartender with 20 years of experience consistently rising through ranks. Well-versed in sales, personnel management, accounting and inventory management. Dedicated to complete knowledge of company products and services for optimized customer service.

EXPERIENCE

Marine Room Tavern, Laguna Beach, CA, Nov 2021 - Current

Bartender/ Ordering Manager

- Maintained updated knowledge of cocktail, wine and beer menus and memorized all in-house recipes.
- Monitored open bar tabs, closed out bills for departing patrons and processed cash and credit transactions.
- Inventory and ordering of all spirits for venue housing more than 300 Whiskeys, Bourbons and Ryes.

Rothschilds, Corona Del Mar, CA, Jan 2021 - Nov 2021

Bartender

- Monitored open bar tabs, closed out bills for departing patrons, and processed cash and credit transactions.
- Adhered to all ABC and company-defined regulations.
- Maintained updated knowledge of cocktail, wine, and beer menus and memorized all in-house recipes to create cocktails aligned with company standards.

Oak Laguna Beach, Laguna Beach, CA, Jun 2020 - Jan 2021

Bartender

- Applied excellent organizational and multitasking abilities to handle simultaneous customer, team and business needs while avoiding unnecessary delays or errors.
- Set up glassware, liquor and other necessary supplies for special events.
- Closed out cash register with 100% accuracy and prepared cashier report.

Hennesseys Tavern, Laguna Beach, CA, Jun 2008 - Jul 2020

Assistant Manager & Bartender

- Oversaw balancing of cash registers, reconciled transactions and deposited establishment's earnings to bank each shift.
- Developed unique drink and cocktail offerings on monthly basis as part of seasonal offerings.
- Recruited and trained bartenders and servers and scouted and auditioned performers for various special events.

EDUCATION

June 2007

Associate of Arts

Saddleback College, Mission Viejo, CA

CONTACT

📍 25062 el Cortijo Ln,
Mission Viejo, CA 92691
📞 (949)244-3670
✉ nataliebutler32@yahoo
.com

SKILLS

- STAFF MANAGEMENT
- TRAINING
- OPERATIONS
MANAGEMENT
- LIQUOR, BEER AND WINE
KNOWLEDGE
- CUSTOMER SERVICE
- MONTHLY
ENTERTAINMENT
SCHEDULE
- NIGHTLY SALES REPORT
MANAGEMENT
- MONEY HANDLING
- CRAFT BARTENDING
SKILLS