
Wedding Hostess Resume

Job Objective

To obtain a job as Wedding Hostess and perform my duties with full dedication, integrity and care.

Highlights of Qualifications:

- Highly experienced in hosting weddings
 - Sound knowledge of bridal processional procedures
 - Thorough knowledge of food service techniques
 - Familiarity with wedding etiquette
 - Proficient with health and sanitation policies
 - Amazing ability to work with servers to manage food serving operations
 - Immense ability to manage expenses with the assigned budget
 - Outstanding ability to supervise the work of subordinates
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Professional Experience:

Wedding Hostess
Interstate Hotels and Resorts, Lake Ozark, MO
August 2007 – Present

Responsibilities:

- Worked with bride and groom to develop wedding agenda.
- Scheduled dates for wedding rehearsal.
- Informed pastor about wedding date and time.
- Stocked emergency supplies for the wedding day.
- Arranged bride and groom's rooms.
- Worked with Florist, Photographer and Caterer for wedding arrangements.
- Reviewed decorations and recommended improvements.
- Checked guest list and reception plans with bride and groom.

Wedding Hostess
Marriott Hotels and Resorts, Lake Ozark, MO
May 2004 – July 2007

Responsibilities:

- Organized bridal parties.
 - Prepared church facility for rehearsals and weddings.
 - Assisted in setting-up gift table and guest book podium.
 - Worked with sound system technician on facility arrangements.
 - Processed payments to Florist, Caterer, Organist and Photographer.
 - Checked with church staffs regarding the availability of wedding dates.
 - Performed wedding arrangements as per church policies.
 - Assisted in setting candelabras and white liturgical cloth as per bride and groom's requests.
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Education:

Associate Degree in Fashion Design
Middlesex Community College, Middletown, CT

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