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## Wine Steward Resume

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### Job Objective

To become a part of your team and serve as Wine Steward.

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### Highlights of Qualifications:

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- Admirable experience of supervising promotion for all wine list within restaurant
  - Exceptional knowledge of various wines, beers and other beverages
  - Wide knowledge of all menu items in restaurant
  - Immense knowledge of various front end equipments
  - Ability to provide technical support to all team members
  - Ability to maintain inventory of wine in stock
  - Ability to select and order wine to replenish stock
  - Ability to develop schedule for team members
  - Ability to comply to all liquor laws and sanitation regulations
  - Ability to provide optimal customer services to all clients in restaurant
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### Professional Experience:

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Wine Steward

Carmel Country Club, Oklahoma City, OK

August 2007 – Present

- Coordinated with vendors to maintained control all wine inventory.
- Maintained record of order for all wine and beer commodities and assisted in stocking.
- Provided assistance to customers to order appropriate wine with meals.
- Ensured efficient storage of wine in shelves and racks.
- Assisted patrons to select and appreciate wine along with meals.
- Monitored services and ensured compliance to all state liquor laws.
- Maintained record of wine cellar products and monitored order and pricing.
- Provided customers with all required information for wine and cellar product offerings.

Wine Steward

Safeway Corp., Oklahoma City, OK

May 2004 – July 2007

- Developed wines lists for all wine promotions in coordination with staff.
  - Provided assistance to guests in service of wine in dining rooms.
  - Ensured optimal level of cleanliness in wine cellars and other holding areas.
  - Developed strategy for bar products inventory system for all beverages.
  - Analyzed and recommended improvisation to all wine programs.
  - Maintained knowledge of all alcoholic beverage department regulations.
  - Assisted in weekly and monthly merchandising activities.
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### Education:

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Bachelor's Degree in Restaurant Management

Alcorn State University, Alcorn State, MS

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