

Kristin E. Colgan k.colgan@me.com

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Education

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation : May 2015

Major : Legal Studies

Montgomery County Community College

Associate's Degree in Liberal Studies

Experience

Cocktail Server/Bartender

Del Frisco's Double Eagle Steakhouse, Philadelphia August 2012-Present

- Created a customer base and close relationships with excellent customer service
- Provide timely and efficient service while driving sales for the restaurant

Bartender

Sullivan's Steakhouse, King of Prussia PA November 2011- August 2012

- Work steadily and efficiently in a fast paced environment
- Maintain and create a following of devoted guests
- Ensure that all rules and applicable laws are followed for safety, alcohol service, and food safety

Assistant General Manager

Sullivan's Steakhouse, King of Prussia PA June 2006-October 2011

- Responsible for maintaining a running knowledge of products and services
 - Includes maintaining and expanding on an already stellar, award winning wine list along with maintaining proper liquor and beer pars
 - Involved staying current with alcohol trends and new product as well as ways to refresh the basics
- Train new hires and continue education of staff on products, etiquette, and customer service
 - Selecting the right candidates through a strict interview process
- Cross train and become proficient in both front and back of house best practices and standard operating procedures
 - Assist Executive Chef and culinary team with training and on-going education of all kitchen employees
 - Maintained a running knowledge of all recipes, techniques, and plate presentation for the entire menu
- Responsible for P&L analysis and reconciliation, budget control, and weekly inventory procedures for both the FOH and BOH