**Hotel Manager Resume Sample 2**

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**A. Summary**

I am an experienced hotel manager with a resume that includes positions at some of the finest hotels and restaurants in the Southern Florida region. After earning my degree in business and hospitality, I quickly joined the workforce in my first hotel management position. I have recently completed my master’s in tourism and multicultural studies. My goal is to find a position in a premier hotel as a manager or assistant manager. I believe my previous experience makes me an ideal candidate for a hotel in need of a versatile and professional manager.

**B. Working Experience**

**June/2014 - May/2018 — True Comfort Inn and Suites, Tribago, Florida**

**Responsibilities:**

* Management of hotel and bar staff
* Checking in clients and overseeing their personal needs
* Maintaining a comfortable and professional atmosphere

**Achievements:**

* Started an annual fundraiser for local tourism and culture
* Received regular promotions and raises
* Created large-scale marketing campaigns for the hotel

**January/2010 - August/2014 — James Herrera Hotel and Bar, South Pointe, Florida**

**Responsibilities:**

* Managed hotel staff and scheduled servers and bartenders
* Reported directly to the owner and fulfilled his business goals
* Cultivated a hospitable hotel environment

**Achievements:**

* Received regular pay raises and promotions
* Created en email raffle that helped expand the restaurant's email list
* Forged great relationships with the clientele
* Reached new customers on social media

**August/2005 - May/2009 — Floyd’s Bar and Grill, Ocean View, Florida**

**Responsibilities:**

* Served food, took orders, and maintained a hospitable environment for customers
* Served alcohol as a bartender
* Tended the company booth at local events and festivals

**Achievements:**

* Promoted several times over my four years with the company
* Received praise from many customers
* Forged strong relationships with managers and coworkers

**C. Education and Academic Training**

Southern Florida Ocean View University, Master of Arts in Tourism and Multicultural Studies, August 2015 - May 2018 (GPA: 4.0 — *Summa Cum Laude*)  
Southern Florida Ocean View University, Bachelor of Arts in Business and Hospitality, August 2005 - May 2009 (GPA: 3.9 — *Magna Cum Laude*)

**D. Job Related Skills**

* Management of hotel and bar personnel
* Scheduling and event coordination, plus community outreach
* Licensed to serve alcohol in Florida — and in a late night environment
* Certified in CPR and other lifesaving skills

**E. General Skills**

* Adept in social media marketing and email list building
* Experienced in Windows, Mac OS x, and commercial Linux operating systems
* Understanding of many cultures and regional traditions