**REBECCA PRIMAS**
12054 New Day Drive • Fort Worth, TX 76179
(682) 597-8417 – rnp0106@gmail.com

**Education**

Byron Nelson High School, Trophy Club, TX

Graduated May 2017

GPA – 3.6

**Highlights**

• Highly adaptable, rapidly learn new procedures and processes, and quickly adjust to changes in schedule
• Offers unparalleled integrity, initiative, resourcefulness, consistency
• Results-oriented, able to balance multiple responsibilities
• Strong multi-tasking skills

**Skills**

**Customer Service**

* Willingness to learn, calm in high pressure situations, time management, patience

**Computer Skills**

* Microsoft Word, PowerPoint, familiar with social media outlets

**Experiences**

Culinary and Hospitality Academy, Byron Nelson High School • 2013 – 2017

* Banquet set-up, serving, break down, clean-up
* Bistro set-up, hostess duties, serving, providing assistance to guests, break down, clean-up
* Catering set-up, serving, break down, clean-up
* Equipment and environment cleaning

Benchmark Hospitality at Deloitte – Hotel and Conference Center, Westlake Tx • 2015 - 2016

* Job shadow in wide variety of job groups
* All day job shadow, following requests of manager

**Achievements**

Skills, Tasks, And Results Training (START) Certification

Hospitality and Tourism Management Year 1 Certification

Hospitality and Tourism Management Year 2 Certification