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# Abbey Holt

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## Hospitality Professional, Copywriter and Marketing Assistant

I've had 10+ years in the hospitality industry and customer related service to hone my skills of organization, staff management, communication and organizational skills. The techniques learned from years in the hospitality industry are unmatched for good time management, working under pressure, networking skills, multi-tasking and technological skills. My expertise has transferred over to my work as a copywriter and marketing assistant where organization, communication, and technological skills are highly valued.

## PROFESSIONAL EXPERIENCE

### **Chickies, Jersey City, NJ** – *General Manager*

December 2021 - PRESENT

- Creates employee schedules and supervises staff at 3 restaurant locations. Conducts interviews, oversees the hiring process, training and development of new staff members.
- Manages back of house operations including food preparation and quality control.
- Setting Strategies for an optimal work environment
- Maintaining operations for consistent productivity and quality
- Strong Knowledge of front and back of house operations
- Strong Communication and Leadership Skills
- (include something about handling customer complaints, etc)

### **Real Food with Sarah** – *Marketing Assistant & Copywriter*

March 2022 - PRESENT

- Strategies and Develops Email Marketing Campaigns to drive traffic and clicks to website.
- Market Research
- Copywriting for blog posts on [realfoodwithsarah.com](http://realfoodwithsarah.com)

### **Hamilton Pork & Hamilton Inn** – *Bartender*

March 2021 - December 2021

- Provided exceptional and satisfactory fast-paced service to meet customers' needs.
- Developed the ability to handle difficult situations and changes in lue of the challenges of the Covid pandemic.
- Extensive knowledge of cocktails, spirits, beer and wine.
- Excelled at multitasking in a teamwork-driven environment.

## **Sea Dog Brew Pub – Manager**

May 2018 – March 2021

- Managed the scheduling, hiring and organization of 30 staff members in the front and back of house.
- Business Management.
- Successfully planned and executed various types of events.
- Maintaining operations for consistent productivity and quality.

## **EDUCATION**

### **Arts University of Bournemouth – Associates Fashion Styling**

September 2012 – June 2014, Bournemouth, UK

## **SKILLS**

Organization, Proficient in Excel, Administrative Support, Correspondence and Communication Skills, Customer Service, Editing and Proofreading, Copywriting, Leadership, Market Research, Office Administration, Good time Management, Multi-Tasking Willingness to Learn, Search Engine Optimization (SEO), Social Media Marketing, Creative Writing, Blogging, Web Content Writing, Advertising and Social Media.