

Peter J. Reilly
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OBJECTIVE

Seeking opportunity in the Hospitality field, specifically aimed towards resort development, front office procedures, and guest relations.

EDUCATION

University of New Haven, West Haven, CT
B.S. Hospitality and Tourism Management
Concentration, Hotel and Resort Management

Expected Graduation May 2013

Relevant Coursework: Destination and Business Plan Development, Bar and Beverage, Foodservice Management, Dining Room Management, Culinary Arts, Sustainable Research, International Tourism Trends

Certifications: ServSafe Food Safety, ServSafe Alcohol, First Aid, CPR

Technical Skills Skills: Microsoft Office, Smartdraw, Adobe PhotoShop, Matra, Point of Sales System, Garageband and iMovie.

AWARDS

University of New Haven, West Haven, CT

2009-Present

Caribbean Week Sustainable Tourism Competition-Grand Prize, Honors Program 09-12, Deans List Fall 09-12, Spring 2010-12, Distinguished Scholar Grant, SAT Writing Award, Honors Award

PROFESSIONAL AFFILIATIONS

Member, **National Society of Minorities in Hospitality (NSMH)**

Nov. 2009-Present

Player, Captain, **Men's Club Lacrosse Team**

Sept. 2009-Present

Member, **Alpha Lambda Delta Honors Society**

Sept. 2010-Present

Tour Guide, **Admissions Team**

Sept. 2009-2011

Experienced Student, **Freshman Experience Seminar**

Sept. 2010-Dec. 2010

WORK EXPERIENCE

Resident Assistant, **Bixler Hall & Forest Hills, Office of Residential Life, University of New Haven**

August 2011-Present

- Developing and ensuring a safe and secure living environment for the residents of Bixler Hall and Forest Hills Apartments.
- Creates a fun and unique learning community through programming, academic support, and resource direction.
- Provides advice, support, guidance, and help to the residents of Bixler Hall, Forest Hill, and the entire UNH Community.
- Takes on role as student leader by providing exceptional examples of education, behavior, and community commitment.

Merchandise Cast Member, **Disney College Program, Walt Disney World Resort**

Jan. 2012- August 2012

- Provided guests world-renowned service through the keys of safety, courtesy, show, and efficiency.
- Assisted guests with purchases, directions, and recommendations for a variety of hospitality services and attractions.
- Performed transactions with specific cash handling and inventory skills.
- Managed an efficient delivery route and management system for the purchased merchandise and lost items of guests.

General Manager, **Hospitality and Tourism Management Department, University of New Haven**

August 2011- Dec. 2011

- Managed staff and operations of Jeffery's Fusion Dining, Jeffery's Fusion Catering, and the Hazell Nut Café.
- Assisted the needs of students in the HTM department with guidance, knowledge, advice, and opportunity.
- Generated revenue of \$4,000 through the accommodation of event clients with quality service.

Assistant Conference Manager, **University of New Haven Conference Services**

May 2011- August 2011

- Staffed a brand-new office whose objective was to put on events, dinners, conferences, and overnight stays to accommodate the University's guests.
- Helped operate academic camps, arrange specific room set-up, and accommodate guests and clients.

Assistant General Manager, **Hospitality and Tourism Management Department, University of New Haven**

January 2011-May 2011

- Overlooked direct daily operations of Fusion Dining, HTM Catering, and the Hazell Nut Café.
- Directly purchased inventory and organized staff and volunteers for dinners, programs, and events.

Orientation Leader, **University of New Haven** West Haven, CT

May 2010-Sept. 2010, May 2011- Sept. 2011

- Staffed a brand-new orientation program for new students aimed at team building and confidential support.
- Participated in Student Leadership training, attending guest speakers and workshops.

Barista, Assistant Manager, **Hazell Nut Café** West Haven, CT

Sept. 2010- May 2011

- Assisted with the management of a student based business run by the hospitality and management department.
- Trained employees on operational skills such as properly serving all menu items, sanitation safety, and customer service.