

10/9/2023



Alta M. McConnell
209 Howser Trail
Belgrade, MT
59714

Dear Hiring Manager,

In today's guest service industry, timely, friendly, and engaging team members are a must!

My past experience in the service industry has taught me how to meet and exceed guest expectations with service that sells.

It would be a pleasure to be considered as a front of the house team member.

Very Sincerely,

Alta M. McConnell

Alta M. McConnell



Alta M. McConnell*

alta.sieck@gmail.com • 209 Howser Trail Belgrade MT 59714 • 406-581-7318

Objectives

*To obtain a front of the house serving or bartending position in a busy full-service restaurant.

*Maintain integrity, high standards, respect and a strong guest focus.

Profile

*Proven leadership at work and in the community, working positively with people of diverse backgrounds and expertise

*Confident, self-directed and motivated to achieve professional and personal goals

Education

Montana State University

Bozeman, MT, May 2006 Agriculture Education

- Studied Secondary Education, Agriculture Business and Equine Science

Douglas County High School-Castle Rock, CO, May 2001

*Graduated with 3.25 GPA, Class President, Student Council Member, Link Crew Leadership Member

Experience

Beartooth Arch and Fence LLC | 209 Howser Trail Belgrade, MT 59714

Forewoman and Office Manager *May 2014– Present*

*Manage daily workings and employees within a contractor's standards

*Prepare payroll twice a month

*Organize and submit all licensure and registrations as a LLC operation in Montana

*Oversee and teach all onsite fence and archway construction from start to finish

*Work directly with clients and distributors to guarantee satisfaction

Alta M. McConnell



Ted's Montana Grill | 105 West Main St. Bozeman, MT 59715

Front of the House Manager, Senior Team Lead, Bartender, Server, Certified Trainer, Opening Team Trainer, Heart of the House Manager *June 2008* – May 2014

*Meet and exceed restaurant conceptual standards for sales and customer service

*Train and develop Front of the House Team Members

*Set clear performance and uniform expectations through directions and goals

*Ensure all Team Members are treated with dignity and respect

*Create and implement a performance based schedule on a weekly basis

*Maintain a professional, composed and calm demeanor at all times

*Practice alcohol awareness when serving guests to comply with applicable laws

Accomplishments

*3 PC Bartender of the Year

*Two Time Employee of the Month

*Named "The Face of Bozeman" by The New York Times

References

Kara Pohlman

Front of the House Manager, Jam

25 W. Main Street Bozeman, MT 59715

406-585-1761

Kelsey Wilkenson

Bar Manager, Sidewinders American Grill

General Manager, Tanglewood Restaurant

780 Boardwalk Ave. Bozeman, MT 59718

Alta M. McConnell



406-587-8387

Johnathon Slye

Owner, Copper Whiskey Bar & Grill

101 E. Main St. Bozeman, MT 59715

406-404-1700