

# Blake Bennett

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## Education

### **Bachelor of Science in Business Administration – Finance (Concentration)**

*University of Nevada, Reno*

Expected Graduation: **June 2029**

### **High School Diploma**

*Twelve Bridges High School*

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## Professional Experience

### **Old Town Pizza – Lincoln, CA**

**Front of House / Customer Operations** | *October 2023 – August 2025*

- Managed high-volume customer transactions, handling payments up to **\$300 per order** with accuracy and attention to detail.
  - Delivered consistent, high-quality customer service, contributing to strong customer retention and satisfaction.
  - Adapted quickly during peak hours, supporting the operation of a business serving **280+ guests per shift**, improving efficiency and service flow.
  - Collaborated with a team of **30+ employees**, strengthening teamwork, communication, and leadership skills essential for finance and business environments.
  - Awarded **Employee of the Month (June 2024)** for reliability, performance, and strong work ethic.
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## Clay City Barbecue – Lincoln, CA

**Catering & Event Operations** | *May 2021 – August 2022*

- Coordinated event setup and logistics including tables, seating, and food-service stations for events of **250+ attendees**.
  - Demonstrated professionalism through guest interaction, service accuracy, and maintaining presentation standards.
  - Ensured smooth post-event operations through efficient cleanup, organization, and equipment management.
  - Strengthened time management and multitasking skills while supporting multiple simultaneous event needs.
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## Volunteer Experience

### Kaiser Permanente – Sacramento, CA

**Cardiovascular Health Booth Attendant** | *June 2024*

- Assisted in general booth setup and participant engagement at a major women's health event.
  - Distributed educational materials and communicated key cardiovascular health information to attendees.
  - Supported event operations and customer interaction in a structured, professional environment.
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## Skills

- Financial Analysis (Coursework)
- Cash Handling & Transaction Accuracy

- Customer Service & Client Interaction
  - Problem-Solving & Critical Thinking
  - Data Entry & Organization
  - Time Management and Multitasking
  - Microsoft Excel (Formulas, Formatting, Basic Functions)
  - Team Collaboration & Leadership Support
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## **Awards & Certifications**

- Responsible Beverage Service Certificate
- Food Handler's Card
- **Employee of the Month – June 2024 (Old Town Pizza)**