

# Bailee Goodman

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Dallas, TX

## EXPERIENCE

### **Kirby's Prime Steakhouse, Thackerville, OK — Waitress/Bartender**

2022 - 2024

#### **Guest Experience Coordinator**

- Developed and executed customized banquet experiences, enhancing guest satisfaction and driving repeat business.
- Implemented innovative cocktail designs that increased beverage sales and attracted new clientele.
- Performed opening and closing duties, ensuring a welcoming environment that fostered customer loyalty.
- Leveraged upselling techniques to maximize revenue and enhance the overall guest experience.

### **Brio Italian Grille, Southlake, TX — Waitress/Bartender**

2021 - 2022

#### **Guest Experience Coordinator**

- Managed opening and closing operations to ensure a seamless and inviting atmosphere for guests, contributing to brand reputation.
- Curated and executed customized banquet experiences, driving guest engagement and enhancing overall satisfaction, leading to increased repeat bookings.

### **Wonderland Beauty Parlor, New York, NY — Head of Social Media**

2019 - 2021

#### **Digital Marketing Coordinator**

- Redesigned the online social presence to enhance brand visibility and engage target audiences, resulting in increased follower growth and interaction.
- Managed email campaigns and scheduling to streamline client communications, improving overall customer engagement and

## SKILLS

MACBOOK (6 YEARS)

GOOGLE DOCS (6 YEARS)

SOCIAL MEDIA MARKETING (4  
YEARS)

SERVING

WINE PAIRING

CUSTOMER SERVICE

SALES

SCHEDULING

DATA ENTRY

FILING

ORGANIZATIONAL SKILLS

MARKETING

satisfaction.

- Created a professional and welcoming environment for clients, reinforcing brand credibility and fostering long-term relationships.

## **JackRabbit LX, New York, NY — *Administrative Assistant***

2019 - 2020

### **Marketing Strategy Coordinator**

- Implemented new marketing strategies that enhanced brand visibility and drove engagement across various channels.
- Maintained and nurtured group contributions to ensure collaborative efforts were aligned with marketing goals, resulting in cohesive campaign execution.

## **Hand and Stone Spa, Flower Mound, TX — *Client Success Specialist***

2018 - 2019

### **Sales and Customer Experience Specialist**

- Amplified sales through targeted strategies that boosted product visibility and customer engagement.
- Customized customer experiences to meet individual needs, fostering loyalty and driving repeat business.
- Efficiently navigated appointments, ensuring seamless interactions and maximizing client satisfaction.

## **iDesign, Dallas, TX — *Executive/Administrative Assistant***

2015 - 2019

### **Operations Coordinator**

- Controlled scheduling to optimize resource allocation and enhance client interactions, contributing to improved service delivery.
- Assembled and organized marketing documents to streamline campaigns and facilitate effective communication.
- Revitalized data entry processes, ensuring accurate and timely information management to support strategic decision-making.

## **Kendra Scott, Southlake, TX — *Sales Associate***

2018 - 2018

### **Sales Consultant**

- Consulted with customers to understand their needs and provide tailored solutions, enhancing overall satisfaction and loyalty.
- Coordinated sales initiatives to drive revenue growth and improve market reach.

- Fulfilled orders efficiently, ensuring timely delivery and maintaining high standards of customer service.

### **Mi Dia from Scratch, Flower Mound, TX — *Hostess/Server***

2017 - 2018

#### **Guest Relations Specialist**

- Fostered effective communication with guests to understand their needs and preferences, enhancing the overall customer experience and driving repeat visits.

### **Cotton Patch Cafe, Highland Village, TX — *Hostess/Server***

2017 - 2017

#### **Guest Relations Specialist**

- Fostered effective communication with guests to understand their needs and preferences, enhancing the overall customer experience and driving repeat visits.

### **Francescas, Grapevine, TX — *Sales Associate***

2015 - 2015

#### **Sales Consultant**

- Consulted with customers to identify their needs and deliver personalized solutions, fostering strong client relationships.
- Coordinated sales efforts to drive revenue growth and enhance market presence, ensuring alignment with overall business objectives.

## **EDUCATION**

### **North Central Texas College, Flower Mound, TX — *Associate Degree in General Studies***

### **Flower Mound High School, Flower Mound, TX — *Graduate***