

Isabella Sigua

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Education

Bachelor of Science in Business Administration Expected Grad. June 2028 University of Nevada, Reno

Reno High School June 14, 2024

General Education Degree High School

Experience

The Cheesecake Factory- Reno, Nevada

(Hostess)

- Delivering exceptional customer service and hospitality by greeting and seating guest in a timely manner, ensuring a positive experience for 100% of our guests
- Managing important reservations and table rotations, optimizing seating arrangements to maximize restraint capacity and wait times
- Coordination with waiters, and management to ensure a smooth service flow while handling guest inquiries and special personal requests
- Efficiently handling phone calls, reservations, and walk-in guests simultaneously in a high volume environment, ensuring a seamless front-of-house operation

Sigua Enterprises- Reno, Nevada

January 2023-Present

(Quality Control Inspector)

- Conducting thorough inspections of rental properties to ensure adherence to quality and safety standards, identifying maintenance needed and timely repairs
- Ensuring that all properties were fully stocked with everyday household materials, allowing guests to relax as soon as arrived
- Maintaining a clean, organized, and aesthetically appealing home to overall contribute to the experience of the guests
- Coordinating efficiently with Management of homes to meet high standard results

Reno Tennis Center - Reno, Nevada

June 2022-August 2022

(Youth Tennis Coach)

- Provided mentorship for young athletes, fostering teamwork, sportsmanship, and a positive attitude on and off the court
- Created a structured lesson plan and monitored individual progress of students, and adjusting coaching strategies to meet individuals goals
- Encouraged emotional growth by helping young players manage competition pressure, honing resilience and confidence in a high stakes situation

- Communicated complex tennis concepts in an easy to understand way tailored to the learning ability of the youth students

Skills

- o Video Production CTE, June 2024

Volunteer Experience

- Reno High Clean Up, October 2023
- Grace Church Idle Wild Clean Up, August 2021