

# WAYNE FIVAZ

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## SUMMARY

I'm seeking to change professional career. Having built a strong persona as a Senior restaurant manager, my desire is to change to my ultimate passion, entertainment and media, I wish to align myself with a strong innovative company looking to get someone in from the bottom and let them build themselves with the company. I'm dynamic and accomplished as a catering and food service professional with prior work in entertainment (*which is my first love*), social and corporate markets and another of my passions, Information Technology. My notable success in large-scale event planning, food preparation management, menu development and creation is a testament to my hard working, eager to learn and progressive personality. My determination and drive is to study, learn and build myself into a mobile app developer, for myself and more than likely in my spare time. If I don't know the solution, I'll find it and implement it.

## HIGHLIGHTS

- Staff development talent
- Full service restaurant background
- Hiring and training
- Operations management
- Computer savvy
- Customer-orientated
- Strong leader
- Supervisory skills
- Bilingual English / Afrikaans
- Career driven

## DRIVES

I learn quickly and I love doing it. Experience to me is the key to success, as such I strive to build my own knowledge so that I can exceed in my accomplishments and build on my experience. I thrive in social environments, a little bit of healthy competition keeps me on my toes, be it in work, success or leisure. I want to have an impact on the world by creating something that people will remember.

## EXPERIENCE

### 01/2017 to Current **Web Designer / Social Media "Guru"**

**Look Here!** – Johannesburg, Gauteng

Design and implementation of client websites. New project development from ground up using Bootstrap templates. Website coding using HTML, CSS, JQuery and JavaScript with focus on SEO and responsive web design. Creating and posting of client social media marketing (managing client social media pages – Facebook and Instagram). This company is run in my spare time.

### 04/2007 to 08/2017 **Snr Manager (AGM)**

**Allora Ristorante Classico Sandton** – Johannesburg, Gauteng

Conducting daily pre-shift to ensure organizational efficiency. Schedule and direct staff in daily work assignments to maximize productivity. Client and/or staff query/issue resolution. Hands on restaurant floor management to ensure food quality and service standards are consistently met. Minimizing loss and misuse of equipment through proper supervision and staff training. Exhibit thorough knowledge of foods, beverages, supervisory duties, service techniques, and guest interactions. Assign tasks and oversee the direction of employees to ensure compliance with food safety procedures and quality control guidelines. Develop and maintain exceptional customer service standards. Ensure cleanliness is maintained in all areas of the venue. Optimizing profits by controlling food, beverage and labour costs on a continual basis. Performing daily cash-ups of staff and bartenders to ensure that all revenue/sales claimed were accounted for. Build sales forecasts and schedules to reflect desired productivity targets. Develop and maintain staff that provide hospitable, professional service while adhering to policies and business initiatives.

Carefully prepare payroll to keep up with industry requirements and expectations. Communicate well and use strong interpersonal skills to establish positive relationships with guests and employees. Regularly update computer systems with new pricing and daily food specials including website updating where possible. Working closely with the chef and cooks to determine menu plans for special events or functions. Manage accounts payable, accounts receivable and payroll. Counselling and disciplining staff when necessary. *08/2017 to current, assisting the Bedford branch full time.*

**01/2006 to 03/2007 Training Facilitator / Sales Consultant / Client Liaison**

**Tangent Systems** – Johannesburg, Gauteng

Training - Sales and Administration

Sales - Server & Linux distribution sales.

Admin - Basic admin and paperwork filing.

Clients - Meeting with clients for service and support queries and ensuring their satisfaction.

**09/2005 to 12/2005 Marketing Assistant**

**Old Mutual** – Johannesburg, Gauteng

Basic Marketing of services to clients for appointments.

Maintaining existing client relations.

Assisting in basic needs identification for clients.

**08/2004 to 08/2005 Waiter**

**Smokey Joe's** – Johannesburg, Gauteng

Serving restaurant clients.

**03/2004 to 08/2005 Actor**

**Various** – Johannesburg, Gauteng

Numerous television adverts, hand adverts and radio voice-over work. Some corporate theatre work.

**11/2003 to 02/2004 Photo-double / Stand In**

**20<sup>th</sup> Century Fox** – Swakopmund, Namibia

Photo-double and stand in for Giovanni Ribisi - Flight of the Phoenix (2004)

**06/2003 to 10/2003 Service Technician**

**Mystic Media** – Windhoek, Namibia

Building PC's - Full setup hardware and software.

After sale client service - PC functionality related.

**01/2003 to 05/2003 Snr Barman**

**M.O.T.H. Club** – Windhoek, Namibia

Full bartender, open and or closing of establishment.

**04/2001 to 12/2003 Workshop Manager**

**Namcom Software** – Windhoek, Namibia

Stock Control / Call-out Job Logging / Client Contract Control / Hardware Management / Software Registration / Workshop Staff Control

**01/1993 to 03/2001 Barman / Actor / Supervisor**

**Numerous Employers** – Windhoek, Namibia

Numerous part time and after hours jobs, ranging from bar and food service and house sitting, to theatre productions and catering management. Many of these were over holidays for various companies.

## EDUCATION

1999

**Matriculation:** Majoring in Performing Arts  
**National School of the Arts** – Johannesburg, Gauteng, South Africa  
Full Colors - Drama  
Half Colors - Drama  
Gold Certificate - Drama Performance  
Merit Certificate – Drama

2016

**Diploma:** Web Design (*Shaw Academy – CPD Certified*)  
**Advanced Diploma:** Web Design (*Shaw Academy – CPD Certified*)

## COMPUTER LITERACY

### Proficient In

Brackets  
Notepad ++  
MS Dos  
MS Windows 95; 98; 2000; XP; 7  
MS Word  
MS XL  
Open Office  
Outlook/Winmail/Thunderbird

### Knowledge In

Photoshop  
Bootstrap  
JQuery  
GIMP  
HTML5  
CSS3

### Exposure To

Wordpress  
JavaScript  
PHP  
Linux  
Uniplus & Protill  
Pilot  
Pastel  
TCP/IP - LAN

## REFERENCES

Namibia

Mrs Lydia Shiebler – Business Owner F&T Enterprises (09264) 081 127 7898  
Mr Quintin Van Coller – Business Owner Stellar SOS (09264) 081 128 7783  
Mr Stephan Rapp – Business Owner Mystic Media (09264) 081 249 9961

South Africa

Miss Jurgie Wagener – Actors Agent Artist Connection (011) 884 9459  
Mr Dunstan Taute – Accountant & Financial Advisor Old Mutual 082 902 8369  
Mr Peter Coundourakis – GM/Partner Allora Sandton 083 308 8145

Portfolio

[www.wmf-webdesign.co.za](http://www.wmf-webdesign.co.za)