

# Michael Downing

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## Objective

To secure a rewarding position in the hospitality industry allowing me the opportunity to advance based on merit.

## Experience

Prospect Airport Services; Tampa, FL  
Skycap/PSA

June 2010 - May 2014

- Assigned incoming flights to psa's based on wheel chair count and other special needs
- Met incoming flights to provide point-to-point assistance to impaired and special needs passengers
- Cleared baggage belts and retrieved receptacles for ticket counter baggage
- Assisted with transportation accommodations

Gault Village Music; Ypsilanti, Michigan  
Head Audio Engineer

October 2004 - April 2010

- Scheduled studio time and managed talent
- Set up and interconnected instruments, microphones, processors, plug-ins and multi tracks
- Logged and recalled all session tracks and console settings prior to and following record or mix sessions
- Assisted in the creative production of client and internal projects
- Cataloged master session data for storage and copyright

Pi Beta Phi & Tri Delta Sororities; Ann Arbor, Michigan  
Head Cook

August 2002 - December 2005

- Prepared foods that were equally innovative, nutritious, visually appealing, and properly flavored
- Developed new recipes in accordance with nutritional needs and budget
- Ensured smooth kitchen operation by overseeing daily product inventory
- Reduced food costs by 20 percent by forecasting and purchasing through approved strategic suppliers
- Set up and performed initial prep work for food items such as soups, sauces and salads
- Followed proper food handling methods and maintained correct temperature of all food products
- Effectively managed and assisted staff in producing food for banquets, events and member dining areas
- Built and fostered a team environment

## Education

Washtenaw Community College; Ann Arbor, Michigan

1991 -1993

## Skills Include

Customer care, punctual/dependable, self-motivated, multi tasking, team oriented, quick to adapt, creative

*-References available upon request*