

O'DEAN TAYLOR

5007 W Center Street Milwaukee Wisconsin, 53210
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EDUCATION & CERTIFICATIONS

Shorewest Real Estate Institute
Licensed Realtor, Milwaukee, WI

10/2001

RELATED QUALIFICATIONS

- People Management, Foster Teamwork, Customer Service, Developing Budgets, Management Proficiency, Multi-tasking, Resolving Conflict, Verbal Communication, Financial and Strategy Planning

WORK EXPERIENCE

Prime Social Restaurant & Bar (Owner)
Milwaukee, WI

09/2018 to present

- Developed and implemented marketing strategies to attract and retain customers
- Managed inventory, ordering supplies, and controlling costs to maximize profitability
- Oversee staff recruitment, training, and scheduling to provide excellent customer service
- Maintained compliance with local, state, and federal regulations, including licensing and health codes
- Coordinated events and promotions to increase foot traffic and sales

Owner
Jay's Uptown Café

08/2011 to present

- Accomplishes restaurant human resource objectives by recruiting, selecting, orientating, training, assigning, scheduling, coaching, counseling and disciplining employees; communication job expectations; planning, monitoring, appraising and reviewing job contributions; planning and reviewing compensation actions; enforcing policies and procedures
- Manage all delivery processes, including checking in orders, storage, stock rotation, security, loss prevention and staff training
- Comply will all Health and Safety Legislation

Absolute Trucking (Owner)

10/2011 to 10/2013

Milwaukee, WI

- Direct activities related to dispatching, routing and tracking transportation vehicles
- Promote safe work activities by conducting safety audits, attending company safety meetings and meeting with individual staff members
- Monitor operations to ensure that staff members comply with administrative policies and procedures safety rules and government regulations

Community Involvement

Business Improvement District- 39

2014 to 2020

Treasurer

- Banking, financial reporting, book and record keeping
- Help to build common agendas and recognize the needs and interest of the corridor.
- Marketing & Advertisement
- Responsible for overseeing all financial transactions, including accounts payable and receivable to ensure accuracy and accountability
- Ensured compliance with all applicable financial laws, regulations, and organizational policies
- Maintained comprehensive and accurate financial records to facilitate audits and financial reviews
- Coordinated with external auditors, prepared documents, and facilitated annual audits efficiently