

Jane H. Bovie
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EXPERIENCE AND QUALIFICATION SUMMARY

- Almost 20 years' experience in restaurant and kitchen start-ups with deep practical knowledge of concept development, cost management, personnel recruitment and allocation of functions, communication and customer relations, mechanisms for ensuring quality food, financial operations, and etc.;
- Rich and hands-on experience of transition management and upscaling in business operations, including rebranding, repositioning of company's image and enhancement of the customer base;
- Strong leadership and motivational skills, attentive to the needs of personnel and focused on creation of environment maximizing realization of talent;
- Deep, practical knowledge of marketing aspect of the food business and comprehensive understanding of field to fork concept;
- Appreciation of quality food and importance of customer engagement in building company's reputation;
- Excellent writing, teaching, and communication skills

EMPLOYMENT HISTORY

Go-Manager, Farmer Dave's, Dracut, MA (2015-currently)

Responsibilities and achievements: *Responsible for administrative operations of Farmer Dave's comprising recruitment, promotion of staff and allocation of functions; oversight of farm stands' operations; introduction and management of "pick your own" activities for selected crops such as strawberries, blueberries, apples, pears, and etc. which resulted in attraction of new strata of customers from neighboring cities and tourists; in charge of running the kitchen operations and their integration to overall marketing plan of the Farmer Dave's, as a result of which the assortment and quality of produce at farm stands increased considerably; development of recipes based on produce harvested in Farmer Dave's; in charge of running the Community Supported Agriculture (CSA) schemes and representation of Farmer Dave's in farmers' markets of the state of Massachusetts, which resulted in substantial improvement of profitability and gearing ratios; design of marketing plans for promotion of new fruits and vegetables products, introduction of energy-efficient technology solutions, and etc.*

General Manager, Yard House Restaurants, Dedham/Boston, MA (2009-2015)

Responsibilities and achievements: *Was a key member of the team of managers to open both the Dedham and Fenway locations; arranged the opening of both locations and trained the staff; personally hired and trained the personnel; for the overall period of six years maintained and managed the staff of approximately 200 professionals; hired and trained the management team that successfully opened and operated each location; oversaw kitchen operations including staffing, training, orders, quality, and cleanliness; contributed to dramatic increase in revenue, profits, and overall turnout of customers; reached the mark of \$ 10 million in revenue, which is a remarkable result for post-recessionary conjuncture; ensured effective and efficient day to day management of complex operations comprising of orders, training, staffing, and customer service; successfully served the organization in a role of problem solver, was a key contributor to establishment of an*

environment for able staff to flourish, designed and ensured proper functioning of the mechanisms for task delegation; represented business interests to the broad community.

Associate General Manager, Yard House Restaurants, Miami, FL (2008-2009)

Responsibilities and achievements: *Was a key member of the team of managers to open the Miami location; directly responsible for supporting the general manager in all operational aspects of the business including, staff recruitment and promotion, tasks allocation and oversight, ordering, sales, customer service and training; solely responsible for the bar operations including staffing, training and ordering; at a time the bar revenues reached the mark of \$ 6 million, which was approximately 60% of sales in this location.*

Restaurant Manager, Yard House Restaurants, Honolulu, HI (2006-2008)

Responsibilities and achievements: *Was a key member of the team of managers to start up the Hawaii location; directly responsible for recruitment, promotion, and training of personnel; was in charge of running the daily operations of the locations, sales of which reached \$11 million at the time.*

Food and Beverage Director, The Pacific Club, Honolulu, HI (2004-2006)

Responsibilities and achievements: *Was directly responsible for the day to day operations of three restaurant facilities within the club including staffing, training and customer service; in charge of the banquet facilities including staffing, training, communication with customers and overall coordination of events; ensuring proper linking with kitchen in regards to menu, timing and execution of food; contributed to development of major capital renovation plan for the clubhouse and grounds, - facilities with almost 150 years of history.*

General Manager, Saratoga City Tavern, Saratoga Springs, NY (2002-2004)

Responsibilities and achievements: *Managed the start-up of a five story tavern and successfully ran its operations to exceed the mark of \$1 Million in sales during the first year of operations; directly in charge of hiring, training, and scheduling a staff of 35; led development and executed payroll, daily cash flow, inventory control, ordering guides, and all necessary procedures; successfully handled all the daily operations including meeting with distributors, ordering, banking, and booking functions; greatly enhanced the reputation and popularity of the tavern among local customers and tourists.*

G.H. Bent Company, Milton, MA (1994-2001)

Responsibilities and achievements: *Served as a fully trained competent Baker; successfully integrated baking into the responsibilities of operations manager; in charge of running all key functions of the store; supervised and delegated workload to staff; coordinated catering and all other aspects of the retail store; was a key part in renovating and successful transition of a century-old bakery into a thriving bakery and delicatessen.*

EDUCATION

Skidmore College, Saratoga Springs, NY

Bachelor of Science, Double Major in Business and Economics

COMPUTER SKILLS:

Competent user of Microsoft Windows, MS Word, MS Excel, e-mail and internet program, etc.