

Education

St Agnes Academy – Houston, TX (2007–2011) Arizona State University – Tempe, AZ (2011–2016)

Graduated Magna Cum Laude with a ${\bf Bachelor}\ {\bf of}\ {\bf Science}$

in Graphic Design and a minor in Design Studies

Order of Omega Greek Honor Society Member 8 Semesters on ASU Dean's List (GPA 3.5+)

Employment

Lead Bartender and Shift Leader

Hudson House River Oaks Houston, TX 2024 – present

Ensure high-quality customer service throughout the dining experience, maintain cleanliness, conversation, efficiency, and finesse while bartending. Responsible for liquor inventory, stock, and ordering. As shift leader, I am acting manager on duty, responsible for overseeing the restaurant throughout the shift and the closing, including expo, closing reports, and guest relations.

Bartender and Server

Hillstone (formerly known as Houston's) Houston, TX 2020 - 2024

Simultaneously managed a fine dining experience for multiple guests while crafting drinks for walk-up patrons and maintaining conversation and a clean work station. Honed my ability to multitask while training my memory and customer service skills. Was cross-trained in multiple positions outside of bartender, including server, shift leader, expo, greeter, and employee trainer.

Graphic Designer

Phantom Lighting Systems Houston, TX 2019 - 2020

Worked closely with outside marketing/design firm to update all company literature to match their new website design; created content for and managed all social media accounts; designed sales agent training decks; was responsible for resource article copywriting in WordPress and created print-based collateral as needed.

Freelance Graphic Designer

Various Clients San Diego, CA 2015 - 2018

Primarily designed print-based collateral for small businesses in a variety of industries; developed several custom logos and brand identities. Created some digital content, including banner ads, social media posts, etc.

713.906.5491 hmkretz@icloud.com

hmk-design.com

References Available Upon Request