



Wine Bar Manager

Olivia Matthews

Professional summary

Passionate Wine Bar Manager with 9+ years of experience in managing wine-focused establishments. Expert in curating diverse wine selections, conducting tastings, and enhancing guest experiences. Skilled in staff training, inventory management, and delivering exceptional customer service in upscale environments.

Experience

Wine Bar Manager

August 2019 - Now

Cadet Wine & Beer Bar / Napa, CA

- Curate a 150+ bottle wine list, focusing on local Napa Valley wines and international selections.
- Increase sales by 20% through strategic wine tasting events and club memberships.
- Train staff on wine knowledge, food pairings, and upselling techniques, improving guest satisfaction scores.
- Negotiate supplier agreements, resulting in a 10% reduction in wine procurement costs.
- Organize weekly live music and wine tasting nights, drawing a consistent clientele and increasing revenue.

Sommelier


June 2015 - July 2019


The French Laundry / Yountville, CA

- Assisted in the management of the wine program for a Michelin-star restaurant.
- Provided guests with wine pairing recommendations and conducted private tastings.
- Collaborated with the chef to create wine pairings for seasonal tasting menus.

Wine Tastings & Events:

- Hosted **monthly wine tasting dinners** for VIP members, generating \$80,000 in annual recurring revenue.
- Collaborated with local wineries to develop "**Winemaker Series**" events, bringing winemakers directly to the bar for exclusive tasting sessions.
- Led **private tours and tastings** for high-end clientele, securing long-term wine subscriptions and orders.

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 Napa, CA

Education

Certified Sommelier


Court of Master Sommeliers, USA

Completed: 2015


Skills


Wine Selection & Pairing 

Wine Inventory Management 

Staff Training & Development 

Vendor Relations 

Event Planning & Marketing 

Customer Service Excellence 

POS System Management (Upserve, Aloha) 