

BIANCA LAMP

(702)769-9012 - 816 Jacobs Ladder Place, Las Vegas, linkedin

Emerging management professional with experience overseeing operations, coordinating schedules, mentoring new staff, and supporting team efficiency. Strong leadership potential with a background in customer service, problem solving, and fast-paced decision making. Seeking opportunities in operations, administrative management, or team leadership.

EXPERIENCE

TriHeart Studios – Las Vegas, NV

Front Desk Associate / Studio Assistant Manager | July 2023 – August 2025

Oversaw daily studio operations ensuring cleanliness, organization, and workflow efficiency.

Trained and supervised new front desk associates to meet performance standards.

Managed scheduling, inventory checks, and studio logistics.

Coordinated events and solved operational issues to maintain smooth functioning.

Handled client concerns professionally to uphold service quality and retention.

Slumberfest – Las Vegas, NV

Event Setup Assistant | June 2024 – December 2024

Coordinated team tasks to ensure efficient event setup and teardown.

Managed materials and equipment to maintain accurate organization and inventory.

Ensured safe work environments and adherence to setup guidelines.

Mezzos Bistro – Las Vegas, NV

Host / Food Runner / Busser | July 2023 – August 2024

Helped manage front-of-house workflow during peak hours.

Assisted with training new team members in hosting and bussing procedures.

Ensured guest satisfaction through timely communication and problem solving.

EDUCATION

University of Nevada, Reno

Bachelor of Science in Business Administration (Management Focus)

University of Nevada, Reno • Expected Graduation: May 2029

SKILLS

- Leadership & Team Support
- Workflow Coordination
- Training & Onboarding
- Scheduling & Logistics
- Problem Solving & Conflict Resolution
- Customer Relations
- Time Management & Prioritization
- Operations Oversight