

**Andrew Nunes, CSW**  
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**(209) 914-4547**

## Education

**Society of Wine Educators, Certified Specialist of Wine** Feb 2013  
Extensive study of viticulture, oenology, wine regions, and service in intense detail; 90% score

**University of the Pacific, B.A. International Relations and Russian Area Studies** May 2012  
*Professional foreign society: Delta Phi Epsilon*  
*Economics honors society: Omicron Delta Epsilon*  
*Study abroad: Saint Petersburg State University*

## Foreign Languages

**Portuguese** – *Advanced Proficiency*  
**Russian** – *General Proficiency*

**Spanish** – *General Proficiency, Plus*  
**Mandarin Chinese** – *Limited Proficiency, Plus*

## Work Experience

**Assistant Old & Rare Wine Buyer at K&L Wines** May 2016 – Present  
*-Since 1976, with 3 storefronts in California and one of the largest online retailers for fine wine in the US*  
Helping private sellers auction/sell wine, assisting Senior Buyers research and price lists up to 5000 lines  
Data processing of Excel wine lists, SKU editing, integrated CRM, and ERP coordination  
Retail pricing, auction hammer performance, critic scoring, inventory sell-through rates, and risk analysis  
Customer service and seller relationships; payments, interstate shipping, wine conditions, and valuations  
Tracking market performance of ultra-rare wines, verifying authenticity and condition old wine

**Export Market Analyst at N9 Negotiant** November 2015– February 2016  
*-An early stage negotiant-export business*  
Hong Kong market research; met wine importers for market testing, cold-calling on-premise accounts  
*-Performed in-depth financial, strategical analysis; developed recommendations for distributor acquisition*  
Attended CWI export seminar, wrote a thorough business plan, designed labels for the Hong Kong market

**Sommelier at Wine & Waffles of Alameda** April 2014 – January 2016  
*-New upscale wine bar, owned by hugely successful 90-year-old Ole's Waffle Shop*  
Writing tasting notes, staff training, wine pairings, procuring wine list, wine service, and sales  
Designing menus, leaflet promotions for special events, organizing special events  
POS design, quarterly menu launches; sales, purchases, and inventory reports  
Managed purchases with over 20 distributors; 90 wines, 25 BTG and a \$4.5k monthly budget  
Launching the Birthday Club email list and the Fat Boy Wine Club

**Procurement Specialist at Ole's Waffle Shop** July 2015 – January 2016  
*-Hugely successful 90-year-old "local institution" with long lines each morning and a friendly atmosphere*  
Managed purchasing and delivery schedules with 9 companies, over 300 products, average \$5k weekly  
Projects including designing beer & wine menus, redesigning inventory sheets, liquidating deadstock  
Maintaining health department standards, dry & refrigerated storage cleanliness/organization

**Andrew Nunes Marketing/Language Consultant** June 2011 – April 2014  
*-Offering Marketing and Language services to clients in the San Joaquin and Bay areas*  
Clients including a law firm, university professor, non-profit organizations, a 5-team hauling company, university students, and a handful of startups  
Market research, promotions design and distribution, language education, legal interpretation, archival Transliteration

**Facilitator and Assistant Camp Director with BizSmart Global** Summers of 2011, '12, '13  
*-At Stanford and Santa Clara Universities, as well as Bombay and Delhi, India*  
Introducing guest speakers; including venture capitalists, CEO's, entrepreneurs  
Delivering business lectures on marketing, finance, risk analysis at competition summer camps worldwide  
Advising students on marketing/finance/sales strategies, business plan writing, presentation skills  
Conflict management and special collaboration with international students

**Lead Sales at Soda Rock Winery of Alexander Valley** April 2013 – December 2013  
*-One of the boutique Wilson Artisan Wineries, worked with winemaker Antoine Favero*  
Wine education, selling wines, club memberships, supervising part time staff, coordinating group tastings  
POS updates, wine club database management, lead generation, sales calls, packing wine club shipments

**Promotions Coordinator with the Newman House** August 2009 – May 2012  
*-A branch of the Diocese of Stockton catering to the university student body*  
Responsible for weekly emails to list members, promotions design/publication, inputting email signups  
Launched and maintained a new website, streamlined email campaigns from 30 person batches to a single batch using new enterprise technology

**Copartner at Sui Generis Marketing** July 2008 – June 2009  
*-Built a messaging platform connecting restaurants with a new lunchtime demographic*  
Market research design and aggregating results, market messaging; daily texts on lunch specials  
Meeting restaurant owners and selling marketing services targeted to the high school demographic

### **Additional Skills**

Customer Service	Promotions Design	Adobe Photoshop	Market Research
ERP/Data Analysis	Financial Analysis	Excel Pivot Tables	Brainstorming techniques
Project Management	General Web Editing	POS Programming	Risk Analysis

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**Additional Skills**

Web Editing

Promotions Design

Adobe Photoshop

Customer Service

CRM/Data Analysis

Excel Pivot Tables

Wine Pricing

**References**

Crystal Chang, PhD; UC Berkeley Lecturer. [crystalchang@alumni.stanford.edu](mailto:crystalchang@alumni.stanford.edu)

Jim Price, CPA (Inactive); Retired CFO, Engineering Consultant. [jim.price640@yahoo.com](mailto:jim.price640@yahoo.com)