

SANDI KATO-KLUTKE



SUMMARY OF QUALIFICATIONS

Hospitality professional with experience in resort management and condominium administration.

Advocate for Farmers and the Agriculture businesses on Kauai

Successfully met organizational objectives and readily adaptable to changing conditions.

Excellent communication skills. Have maintained positive relations with customers and community.

Proven ability in management in industry and community organizations

Have been involved with various hospitality, community and agriculture organizations

Excellent business and social contacts throughout Hawaii

WORK HISTORY

- Ti Leaf & Taro 3/1/12 to Present
Self-employment – creating specialty products using Kauai grown fruits & vegetables and selling at craft fairs and the Kauai Farm Bureau Farmers’ Markets
- Aston Islander on the Beach, Kapaa, Hawaii 1/21/08 to 4/30/13
General Manager Resort and Association of Apartment Owners
198 condotel units location on 6.5 oceanfront acres. Planning, organization & directing operations for both Resort & AOA. Responsible for monthly forecasting & expenses as well as reports for both areas. Other responsibilities include grounds & building maintenance for association and interior of units for resort program. Oversee 44 full time employees and 3 budgets.
- ResortQuest at Poipu Kai, Koloa, Hawaii 8/01-1/19/08
General Manager of Resort.
Operational responsibilities for condo units, including budgets. Project and planned major renovations for units. Responsible for communication and working relations with 6 association locations on this project.

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Other positions held 1971-2001

Kanaloa @ Kona, Keahou, HI- *General Manager*

Aston Kauai Beach Villas, Lihue, HI – *General Manager*

Aston Pono Kai, Kapaa, HI – *General Manager*

Pono Kai-Glen Ivy Resorts, Kapaa, HI – *Assistant Manager (Time Share)*

State of Hawaii, Mental Health Division ,Lihue, HI – *Public Health Administrative Officer*

Hawaiian Airlines, Lihue, HI – *Sales Assistant*

Island Care , Lihue, HI – *Administrative Assistant*

Kauai Medical Group, Lihue, HI– *Accountant*

Holiday Inn, Kapaa, HI – *Night Auditor*

State of Oregon – Treasury Dept, Salem, OR – *Administrative Assistant*

MEMBERSHIPS & ASSOCIATIONS

Hawaii Lodging & Tourism Association – Kauai

Board of Directors: 1993- present

Legislative Committee Chair: 1998 - present

Cultural Committee Chair: 2006 – present

President: 1995-1996, 2004-2006, 2010 to 2013

Kauai Chamber of Commerce

Board of Director: 2001-2009

Board Chair: 2004-2005

Government Affairs Committee: 2002-present

Agriculture & Land Subcommittee – 2013 - present

Kauai Farm Bureau

Board of Director, 2015 to present

Commodities & Government Affairs Committee: 2009-present

Farm Fair Committee 2010-present

Kauai Grown Booth

Fruits & Vegetables

State of Hawaii, Agribusiness Development Corporation

Board of Directors: July 1, 2013 – present

Hawaii Pacific Health

Kauai Medical Clinic Board of Director: 2011 - present

Royal Coconut Coast Association

Board of Director: 2010 – 4/30/13

Hawaii Lodging & Tourism Association – State

Board of Director: 1993-2006, 2010-4/30/13, 2016 to present

Executive Board of Director 2016 to present

Chairperson: 1998-1999

State Charity Walk Chair: 1997-1998

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County of Kauai – Planning Commission

Commissioner: 1/1/01-3/31/08

Commission Chair 2003-2004

Subdivision Committee Chair 2004-2008

IAL Committee Member 2011-2013

Other Membership: Association & Boards

Contractors Association Kauai; Kauai Business Council; Kapaa Business Association;

Filipino Chamber of Commerce: Poipu Beach Resort; State of Hawaii – Board of

Taxation Review: Kauai Japanese Cultural Society; County of Kauai – Eco-Tourism;

Kauai Economic Development Board; Hotel Operators Round Table; Japan-Hawaii

Economic Council; Kauai Hospice; Junior Achievement-Kauai; Kapaa Elementary PTSA;

Kawaihau Little League & Pop Warner.

References available upon request