

Kimberly Harrell

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OBJECTIVE

To secure an entry-level culinary position within a progressive organization that offers opportunities for advancement.

HIGHLIGHT of SKILLS

- Experience as Team Leader in all kitchen positions
- Ability to work with a diverse group of individuals
- Capable of problem solving in a fast paced environment
- Highly flexible and dependable
- Compassionate, non-profit professional

WORK EXPERIENCE

St. Vincent de Paul of Alameda County **Oakland, CA** **10/2013 to Present**
Kitchen of Champions Culinary Trainee

- Assign tasks to team members, oversee task execution, and provide feedback
- Hands-on meal preparation, clean-up, sanitation
- Average meal service includes 800 meals per day during a 2 hour period

In Home Support Services **Modesto, CA** **03/2011 – 08/2013**
Personal Home Care Assistant

- Monitored patient condition by observing physical and mental condition, intake and output, and exercise
- Provided transportation, and monitored medical needs for clients
- Supported patients by providing housekeeping and laundry services; shopped for food and other household requirements; prepared and served meals and snacks; running errands
- Assisted patients with personal services including dressing, and grooming

Larkin Street Youth Services **San Francisco, CA** **08/2010 – 03/2011**
Program Manager of Geary Street House

- Supervised counseling staff for up to 24 homeless youth between the ages of 17 and 23
- Supervised program staff; created the menu and completed kitchen purchase orders
- Conducted intakes for potential residents, supervised their move-ins and transitions to stable environments
- Lead fundraising efforts for the program

Pinole Valley After School Programs **Pinole, CA** **03/2010 – 08/2010**

- Supervised six staff members and managed an after school program for middle-school students
- Coordinated after school projects for 200 middle school students
- Coordinated special education classes
- Handled meal preparation and menu planning

EDUCATION & CERTIFICATION

ServSafe Certification	Berkeley Adult School	Berkeley, CA	2012
Culinary Arts Certificate	Bread Project	Berkeley, CA	2012
BA Humanities	New College of California	San Francisco	1995