

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