

MONICA VANESSA MURRIETA

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OBJECTIVE

To secure an entry-level prep/line cook position with your food service organization and to grow as part of a team that provides career growth opportunities with the levels of responsibility and assignments to team members.

HIGHLIGHT OF SKILLS

- Fluent in English and Spanish
- CPR/First Aid Certified
- Experience in different cooking methods, including roasting, grilling, broiling, braising, sautéing, ect.
- Enthusiastic about cooking and serving creative and tasty food.
- Demonstrates safe handling of kitchen utensils/ equipment including knives
- Excellent team leader member who is willing to go the extra mile to complete assignments on time
- Supportive team member who helps out where/when needed
- Very dependable and detailed oriented go-getter with effective communication skills

WORK EXPERIENCE

Culinary Trainee **St. Vincent de Paul of Alameda County/Oakland, CA** **09/ 2014-12/2014**

- Lead work team in preparing menu items and producing meals on time daily.
- Assigned task to team members, monitored task execution, provided feedback to team members.
- Monitored and maintained food and kitchen safety according to industry standards.
- Assisted in producing up to 700 meals as well as other meals for contract and catering menus.

Caregiver **Golden Oaks Ranch Assisted Living Hereford, Arizona** **03/2006-08/2014**

- Answered patient calls, signal lights, bells, and intercom systems to patients needs
- Repositioned bedridden patients
- Recorded vital signs as directed by medical or nursing staff
- Provided support to assist patient to perform daily living activities.

Supervisor **Super Janitorial Services Phoenix, AZ** **08/1997-07/2007**

- Planed and prepared employee work schedules
- Investigated complaints about services service and equipment, and took corrective action
- Maintained required records of work hours, budgets, payrolls ,and other information
- Performed and assisted with cleaning duties as necessary

Housekeeper **Sierra Vista Hospital Sierra Vista AZ** **01/2000-02/2002**

- Performed cleaning and serviced restrooms and other common areas
- Used chemicals cleaners and power equipments to clean floors and fixtures
- Performed general cleaning task such as trash , recycling , biohazard removal , dusting ,
- Sanitized and maintained bed sheets and surrounding areas.

Education

SVDP Alameda Kitchen of Champions Training Program	9/23/2014
SERVSafe Food Protection Certification; Certificate of Completion	12/18/2014
Certified CAREGIVER	Expires 2020
G.E.D. Obtained	