

Porsha Irving

Prep Cook/Line Cook/Houseman/Busser/Runner/Dishwasher/Shower Host/Hospitality Service Representative/Cashier/Barista

Los Angeles, CA

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Career Objective

Energetic and reliable Retail Sales Associate skilled in high-end merchandise environments. Personable and responsible Prep cook with 10 years in restaurant, retail and customer service. Solid team player with upbeat, positive attitude. Dedicated, efficient, performance driven with 10 years' of experience in Hospitality Services. Motivated to maintain customer satisfaction and contribute to company success and efficiency. Results-driven, deadline-driven with the ability to establish consistent rapport with clients.

Core Strengths -Strong organizational skills- Store maintenance ability -Seasoned in conflict resolution -Inventory control familiarity- Courteous demeanor- Telephone inquiries specialist- Energetic work attitude -Customer service expert- Adaptive team player -Telecommunication skills

Work History

Prep Cook/Line Cook

LemonGrass Catering LLC.-North Hollywood

June 2018-Present

My job duties include but are not limited to the preparation for the dishes that are served. This includes chopping vegetables, breaking down, cutting or grinding meat, weighing and mixing ingredients, washing and preparing vegetables, storing food, and more. My duties also included preparing basic components of each dish on the menu, and memorizing and utilizing serving portions and all the basic meal prep procedures. My duties included ensuring that all kitchen, prep, and serving areas meet restaurant cleaning standards, and working with a team of cooks to do portion prep for other shifts. My duties also included monitoring product freshness and rotating out old product based on the company's schedule. My duties also include the cleaning of dishes, kitchen, food preparation equipment, or utensils.

Prep Cook/Line Cook/Dishwasher/Housekeeper/Housemen/Busser/Runner/Shower Attendant/Hospitality Representative/Cashier/Barista

Culinary Staffing - Beverly Hills, CA

December 2016 to May 2018

My job duties include but are not limited to the preparation for the dishes that are served. This includes chopping vegetables, breaking down, cutting or grinding meat, weighing and mixing ingredients, washing and preparing vegetables, storing food, and more. My duties also included preparing basic components of each dish on the menu, and memorizing and utilizing serving portions and all the basic meal prep procedures. My duties included ensuring that all kitchen, prep, and serving areas meet restaurant cleaning standards, and working with a team of cooks to do portion prep for other shifts. My duties also included monitoring product freshness and rotating out old product based on the company's schedule. My duties also include the cleaning of dishes, kitchen, food preparation equipment, or utensils. Wash dishes, glassware, flatware, pots, or pans, using dishwashers or by hand. Maintain kitchen work areas, equipment, or utensils in clean and orderly condition. My job duties also include cleaning and maintaining guest rooms, bathrooms, work areas, furnishings and carpets. Cleaning rooms includes duties such as changing bed linens and emptying trash as well as vacuuming carpets and dusting furniture. Typical responsibilities also include vacuuming, dusting, laundry, mopping and waxing floors and changing and laundering linen.

Barista

HMS HOST, INC - Los Angeles, CA
2016 to January 2016

Greeted all customers with fast, friendly, personalized service and developed a rapport with customers by learning their names, favorite drinks and food items. Verbally received and calls back customer orders in a friendly manner. Reported all customer complaints to manager on duty. Responded pro-actively to prevent customer service situations. Gave store greetings, directions to store location, and received and filled customer orders. Answered customer questions regarding coffee blends, preparation, and product freshness. Weighed, ground and packed coffee per customers' orders according to Company guidelines. Sold and served baked goods and miscellaneous food items to customers. Maintained efficient, friendly service

Sales

Sustainable Energy Outreach LLC - Reseda, CA
July 2013 to January 2016

Generated solar energy customer leads to develop new accounts. Prepared proposals, quotes, contracts, or presentations for potential solar customers. Selected solar energy products, systems, or services for customers based on electrical energy requirements, site conditions, price, or other factors. Assessed sites to determine suitability for solar equipment, using equipment such as tape measures, compasses, and computer software. Developed marketing or strategic plans for sales territories. Gathered information from prospective customers to identify their solar energy needs. Provided customers with information such as quotes, orders, sales, shipping, warranties, credit, funding options, incentives, or tax rebates. Provided technical information about solar power, solar systems, equipment, and services to potential customers. Took quote requests or orders from customers.

Motor Vehicle Field Representative

Department of Motor Vehicles - Torrance, CA
April 2007 to May 2010

Issued licenses, permits and identification cards to qualified applicants. Obtained necessary information, recorded data, advised applicants on requirements, collected fees, and issued licenses. Conducted oral, written, visual, or performance testing.

Education**Associate in Liberal Arts and Sciences: emphasis in multiple teacher subject**

Los Angeles Trade Technical College - Los Angeles, CA
2010 to 2013

Skills

Proficient use of Microsoft Office, Excel and Power-point (10+ years)

Certifications/Licenses

Food Handler's Card
December 2016 to 2018

Grill Cooks Test

Multiple Choice Test (1 point each)

B 1) How much time should you take to wash your hands with soap?

- a) 1 minute
- b) 20 seconds
- c) Time does not matter, water temperature does
- d) 5 minutes

C 2) The recommended temperature for your refrigerator is...

- a) 45°F
- b) 50°F
- c) 40°F
- d) 20°F

D 3) Food handlers must always wash their hands

- a) Before starting work
- b) Switching between handling raw and ready-to-eat food
- c) After going to the restrooms
- d) All of the above

D 4) The most important reason for having food handlers wear hair restraints is to

- a) Prevent food from getting into food handlers' hair
- b) Prevent food handlers from contaminating their hands by touching their hair
- c) Keep the food handlers' hair in place
- d) None of the above

C 5) Which of these conditions requires immediate corrective action?

- a) Packaged food items are stored at least 6 inches above the floor
- b) Ice is being used to cool beef stew in a shallow pan
- c) Raw meats are stored on a shelf above ready-to-eat egg salad in the walk-in cooler
- d) Raw fish is stored above raw chicken in the walk-in freezer

C 6) Bacteria grow best in the temperature "danger zone" which includes temperatures between?

- a) 0°F and 100°F
- b) 32°F and 220°F
- c) 41°F and 135°F
- d) 39°F and 178°F

D 7) After cutting raw chicken, what should be done before the cutting board is used for slicing onions for salad?

- a) Clean the cutting board with a wet wiping cloth
- b) Turn the board over and use the other side
- c) Rinse the board with running water
- d) Wash, rinse, and sanitize the board prior to slicing the onions

D 8) Which of the following is NOT an approved method to thaw potentially hazardous foods?

- a) In a microwave oven
- b) During the cooking process
- c) Under cool running water
- d) On a clean counter, at room temperature

A 9) Wiping cloths stored submerged in a bucket of sanitizing solution are for:

- a) Wiping spills only
- b) Washing hands if the hand sinks are too far away
- c) Sanitizing the blade of utensils such as knives
- d) Maintaining moisture on the wiping cloth

Grill Cooks Test

10) Food-handling gloves must be changed frequently and also:

- a) After handling garbage
- b) After every break
- c) After picking things up off the floor
- d) Between handling raw and cooked foods
- e) All of the above

11) A Julienne is:

- a) to cut food into 1 inch X 1 inch cubes
- b) A cooking method using high heat
- c) To cut food into 1/8 X 1/8 slices
- d) A rough cutting method producing oblong shapes

12) A gallon is equal to _____ ounces

- a) 56
- b) 145
- c) 32
- d) 128

13) How many cups are in a quart?

- a) 2
- b) 4
- c) 6
- d) 8

14) A Chiffonade is:

- a) To slice an herb or leafy vegetable into thin ribbons
- b) To de bone a fish
- c) Another name for parchment paper
- d) To cook food in liquid, or at just below the boiling point

15) Potentially hazardous hot foods must be maintained at an internal temperature of _____ or higher to be safe

- a) 145° F
- b) 135° F
- c) 160° F
- d) 180° F

16) Which of the following explains the process of poaching?

- a) Poke poultry on the thickest part in order to make sure it's tender
- b) To cook food in an oven that has reached 350° F
- c) Cook gently in water that is hot but not boiling (160°-180°)
- d) Submerge protein in boiling liquid to speed cooking time

17) If a recipe calls for 16oz of mirepoix, how many ounces of onion, celery, and carrots do you need?

- a) 8 oz of celery, 4 oz of onion, 4 oz of carrot
- b) 4 oz of celery, 8 oz of carrot, 4 oz of onion
- c) 4 oz of celery, 8 oz of onion, 4 oz of carrot
- d) 2 oz of celery, 10 oz of carrot, 2 oz of onion

18) Which of the following best describes braising?

- a) To cook quickly in a pan on top of the stove until food is browned
- b) Process through which natural sugars in food become browned and flavorful while cooking
- c) Cooking method by which food is browned in fat, then cooked, tightly covered, in liquid at low heat
- d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

Grill Cooks Test

A 19) Which of the following best describes the process of Caramelization?

- a) To cook quickly in a pan on top of the stove until food is browned
- b) Process through which natural sugars in food become browned and flavorful while cooking
- c) Cooking method by which food is browned in fat, then cooked, tightly covered, in liquid at low heat
- d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

C 20) What temperature should chicken be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

B 21) What temperature should ALL ground meat be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

A 22) What temperature should fish be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

23) What is a roux and what is it used for? (2 points)

Flour & fat cooked together and it's used to thicken sauces

24) What is the process of making clarified butter, and why is clarified butter used? (3 points)

Form of clean butter where certain solids are removed & only pure butter fat stays. It has a higher smoke point than regular

25) What are the 5 mother sauces? (5 points)

1. Hollandaise
2. Béchamel
3. Velouté
4. Espagnole
5. Tomato

26) What does it mean to season a grill and why is this process important? (3 points)

apply oil to the cooking surface to seal & protect the grill plates.

27) What are the ingredients in Hollandaise sauce? (5 points)

egg yolk, melted butter, water & lemon juice
Salt, white pepper or cayenne

Oil Cooks Test

- 19) Which of the following best describes the process of Convection?
- To cook quickly in a pan on top of the stove with food is browned
 - Process through which natural sugars in food become browned and flavorful while cooking
 - Cooking method by which food is browned in fat then cooked, lightly covered, in liquid at low heat
 - To cook food into boiling water briefly, then into cold water to stop the cooking process
- 20) What temperature should chicken be cooked to?
- 145°F
 - 155°F
 - 165°F
 - 175°F
- 21) What temperature should All ground meat be cooked to?
- 145°F
 - 155°F
 - 165°F
 - 175°F
- 22) What temperature should fish be cooked to?
- 135°F
 - 145°F
 - 155°F
 - 165°F

A

C

C

A

23) What is a roux and what is it used for? (2 points)
 Flour + fat cooked together and it's used to thicken sauces

24) What is the process of browning? (2 points)
 Form of brown butter where certain solids are removed & only pure butter left at 242°F

25) What are the 5 mother sauces? (2 points)
 1. Hollandaise
 2. Espagnole
 3. Velouté
 4. Espagnole
 5. Tomato

26) What does it mean to sauté? (2 points)
 Sautéing is a cooking technique that involves cooking food in a small amount of oil or butter over medium heat.

27) What are the 3 types of butter? (2 points)
 Salted, Unsalted, Butter water & lemon juice