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OBJECTIVE:

Obtain a position as a team-player in a people-oriented organization where I can maximize my experience in a challenging environment to succeed further in my career.

WORK HISTORY:

October 2015 - July 2016

Food Service Worker II/ Patient Services Lead
Arrowhead Regional Medical Center

In a professional and positive attitude, my job duties here at arrowhead included being a leader and team player in patient services. From checking a daily batting order to making sure all employees were present and in their work area. To being in charge of checking inventory for tray line, turning in order forms and collecting food and paper supplies for tray line. On a daily basis I would overlook employees work in patient services to ensure everyone was completing job duties the correct way. The correct way was making sure proper temperatures were being recorded for hot and or cold foods. Checking temp logs making sure they were filled out completely and turned in on time. During the tray line, it was my responsibility to over look the meal tickets to ensure patients were receiving the right items fit to their diet. After each meal service, I would clean out 4-6 refrigerators checking for labels and dates to make sure no expired items were left behind. When needed, I would work out of patient services in cafeteria as cashier, grill cook, salad bar and food prep. As a lead I was cross trained to work all positions in a kitchen setting to be familiar and comfortable with in case of

ng to cover these shifts. I liked the idea of being dependable and though I worked out of class, I still kept a professional and positive attitude with me no matter the job I did. I was a leader, team player, who treated everyone with respect.

December 2010- August 2015

Food Service Worker

Riverside County Regional Medical Center

My duties included participating in patient meal preparation such as the gathering of food items including correct portion size of salads and salad dressings; cleans and prepares fruit and vegetables; prepares routine desserts and baked goods. Serves food and drinks in cafeteria including grill and steam table hot items. Push loaded food carts from kitchen to hospital units for meal delivery in breakfast lunch and dinner. Familiar with dishwashing machine, wash, rinse and sanitize method, the knowledge of dish machine temperatures and pot washing. Serves meals on various units to patients or wards as necessary. May unload, lift, and carry food items from trucks, warehouse and place them in designated areas. The knowledge of storage life for storing items in proper refrigerators, freezers or dry storage room. Fills in for lower level food service workers when necessary. When serving in a lead capacity: I observe and inspect the work of Food Service Workers involved in the preparation and serving of food. Ensure the workers obtain the knowledge of safety and sanitation regulations to assure work is accomplished properly and efficiently. Provides on-the-job training to Food Service Workers in a variety of assignments. Assists in the supervision of tray line preparing food for patients to assure correctness of diet and proper portions, appearance and arrangement on trays. Cross trained on all positions in trayline including starter, entree, cold and checker. Records temperatures of food items to ensure food is bring handled at correct temperature for food safety. Ability to perform corrective actions if

is in danger zone. Under no supervision I report to another campus to deliver meals to the mental health facility. I check the trays with a charge RN to ensure meals are fit to patients correct diet. Checking the trays for correct temperatures and portions. Using basic computer to access diet lists from Microsoft Excel to send to supervisory staff. Also I am an experienced barista in RCRMC coffee shop. Operates the cash register in great customer service and answers multiple phone calls. The knowledge of special coffees and drinks; basic cooking and baking skills performed in coffee shop making sandwiches, wraps and dessert items. Always taking the initiative to create new lunch specials, snacks and desserts for retail.

July 2006- October 2009

Waitress, Banquet Services, Cashier, Hostess, Housekeeping

Hilton Hotel, 285 E. Hospitality Lane, San Bernardino, CA, 92408, (909)

889-0133

While I was employed for Hilton Hotels, I worked in the restaurant, "The Manhattan Grill, I filled- in on various positions such as Cashier, hostess and customer service assistant, food handler/line server and bussing tables. I was in charge of setting up catered events, banquet dishes and linens and decor for large brunches. I assisted in the Banquet Services which consisted of setting up, serving, and cleaning up for weddings and conferences. In the restaurant I was cross trained for server, hostess and bussed tables including seating guests; presenting menus with knowledge of food choices on menus, handling cash register and bussing tables. Portions and arranges food on serving dishes and is responsible for portion control and plate presentation

Knowledge and understanding of tools, measurements, ingredients, equipment, small wares and cooking. Ability to prepare products according to recipe guidelines. Knowledge and understanding of kitchen safety and sanitation including temperature requirements. Ability to assist Chef in

Preparing items for Guests with special dietary needs. Cleans work area and equipment after each use and or shift.
practices HACCP (Hazard Analysis and Critical Control Points) procedures.
When needed I filled in to greet customers, escort guests to tables and fill in taking to-go orders on phone and for room service. Assisted in food preparation, the knowledge of basic cooking and baking skills also. I was assigned as needed in the Housekeeping department, as well; my duties included cleaning rooms after guests had checked out, cleaned restrooms, offices and lobbies. I ensured that the areas were up to standards as a safe, clean and appealing environment.

EDUCATION:

San Geronio High School, Diploma - 2006
San Bernardino Valley College - 2014- present
Studying in Business Administration, achieving units in Intro to Business, American Sign Language, Computer Information Technology, Nutrition and Nutrition Management.

ADDITIONAL TRAINING:

I hold a current Food Handlers Certificate for San Bernardino County and Riverside County.

SKILLS:

Ability to follow written and verbal instructions.
Excellent communication and customer service skills
Basic computer skills
Excellent written and verbal communication.
Good work history and fast learner.