

CARRIE NORMAN

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OBJECTIVE

To continue my career with an organization that will employ my commitment to outstanding customer service, quality food service and the opportunity to exhibit great communication skills

PROFILE

- Self- motivated, organized, dependable, and reliable; ability to complete task and apply procedures
- Customer Service/Problem Solving/Sales and computer literate; conscientious, dependable, enthusiastic worker
- Ability to perform with little or no instructions; 10 plus years of professional culinary and food service experience

PROFESSIONAL EXPERIENCE

Highly skilled in performing task needed to set tables for up to a nine course meal

Ability to work FRONT and BACK of the house with ability to set up and supervise buffets

Highly skilled at arranging and presenting food in a manner pleasing to the eye

Highly experienced in performing major and general maintenance on kitchen equipment and supplies

Knowledge of various types of meats and their cooking times; grilled and garnished hamburgers, steaks and chops

Record of following best hygiene and sanitation practices aimed at providing quality food services and following

HIPAA standards, rules and regulations

Performed major and general cleaning activities of equipment, counters, tables and work areas

WORK EXPERIENCE

SPECTRA Ovation Fanfare LP DBA Spectra Food Service & Hospitality North Lutz, FL Culinary Staffing of America Visalia, CA Phillip and Amy Jaynes Elk Grove, CA Total Success Services San Bruno, CA US Government (IRS) Oakland, CA	Concession Cook/Cashier/Runner Chef Assistant –Prep Cook - Server Home Health Care Provider Chef Assistant – Prep Cook- Server Tax Auditor – Examiner Retired	2015 - 2016 2013 – Present 2011 - 2012 2002 – 2007 1974 - 2004
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EDUCATION

Associate of Arts Degree (AA Heald College- Medical Insurance Billing and Coding	2011 – 2012
Associate Applied Science Degree (AAS) Heald College-Medical Insurance Billing Coding	2010 – 2011

AWARDS AND ACCOMPLISHMENTS

Heald College Director's Award GPA 4.0

Federal Service Completed – Recognition Award above Average Performance

Adopt a School Program Award