

## **Saudia P. Merritt**

San Francisco, CA

415.424.5976

diad27@gmail.com

### **SUMMARY OF QUALIFICATIONS**

---

- Over one year as Prep Cook.
- Self-motivated, honest and dependable.
- Responsible, resourceful, and well organized.
- Ability to quickly and confidently learn new skills and processes.
- Work well under pressure and thrive on challenging projects.
- Computer literate, Internet, e-mail and Microsoft Office: Word, PowerPoint, Outlook.

### **WORK EXPERIENCE**

---

#### **Select Staffing**

San Bruno, CA

##### **Food Prep Work**

Nov 2015 – Mar 2016

- Cleaned and sanitized work areas, equipment, utensils, dishes, or silverware.
- Stored food in designated containers and storage areas to prevent spoilage.
- Prepared a variety of foods, such as meats, vegetables, or desserts, according to customers' orders or supervisors' instructions, following approved procedures.
- Recorded temperature of food and food storage areas, such as refrigerators and freezers.
- Washed, peeled, and cut foods, such as fruits and vegetables, to prepare for cooking or serving.

#### **Bay View Adult Day Center**

San Francisco, CA

##### **Kitchen Helper / Food Service Worker**

Sep 2012 – Apr 2013

- Cleaned and organized eating, service and kitchen areas.
- Prepared daily food items, using proper safety precautions and sanitary measures.
- Provided caterers with assistance in food preparation and service.
- Served food and beverages to guests at banquets and other social functions.
- Packed food, dishes, utensils, tablecloths and accessories for transportation from catering and food preparation establishments to locations.

#### **San Francisco Housing Authority**

San Francisco, CA

##### **Summer Lunch Coordinator**

Jun 2011 – Aug 2011

- Served meals to children ages 1-18.
- Inventory on all Lunches upon arrival. Responsible for making sure all meals were hot.
- Checked dates on milk upon expiration date. Recorded temperature of food and food storage areas, such as refrigerators and freezers.
- Responsible for cleaning all areas.

### **EDUCATION & TRAINING**

---

City College Of San Francisco

San Francisco, CA,

High School Equivalency Diploma,

2007