

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
High School Equivalency Diploma,

San Francisco, CA,
2007