

## Carmen Calderon

♦ 2631 Brighton Avenue #5 ♦ Los Angeles, California 90018  
♦ Cellular Phone: (323) 437-6206 ♦ Email: [SharmenCalderon@gmail.com](mailto:SharmenCalderon@gmail.com)

### JOB OBJECTIVE

Seeking a position with a food service/grocery company where advancement opportunities exist for a dedicated and hard working employee. Offering exceptional experience in customer service, food preparation, and excellent time management skills.

### SKILLS & ABILITIES

- Class C Driver's License H-6 clean record
- Able to work well under pressure
- Take pride in a job well done
- Self Motivated, positive attitude
- Responsible and open-minded
- Bilingual (English/Spanish)
- Resourceful, able to multi-task
- Able to learn quickly
- Dedicated, get along well with others
- Excellent communication skills

### WORK EXPERIENCE

Gate Gourmet

**Food Assembler**

Los Angeles, California

**January 2015 to February 2016**

- ♦ Cleaned and sanitized work areas, equipment, utensils, dishes, or silverware
- ♦ Stored food in designated containers and storage areas to prevent spoilage
- ♦ Placed food trays over food warmers for immediate service, or store them in refrigerated storage cabinets
- ♦ Portioned and wrapped the food, or place it directly on plates for service to patrons
- ♦ Received and stored food supplies, equipment, and utensils in refrigerators, cupboards, and other storage areas

Carmen's Childcare

**Child Care Provider**

Los Angeles, California

**May 2014 to December 2015**

- ♦ Responsible for giving care to children including planning and preparing meals.
- ♦ Cleaned and maintained household and administer first aid as needed.
- ♦ Monitored activities, both indoor and outdoor as well as field trips and other excursions.
- ♦ Taught and maintained proper attire, grooming and dressing appropriately.
- ♦ Assisted children with their daily homework or assigned school projects as needed.
- ♦ Provided a safe and nurturing environment for child.
- ♦ Communicated with teachers daily and supervise homework instruction.

People's Clinic

**Food Distribution Worker**

Los Angeles, California

**April 2013 to May 2014**

- ♦ Receiving donations that must be sorted and readied for distribution
- ♦ Organized resources, keep order in public spaces, and assist clients with their needs
- ♦ Welcomed clients and donors upon arrival
- ♦ Organized and sorted donations; keep donation areas clean and clear
- ♦ Monitored public areas for cleanliness and order; assisted where necessary
- ♦ Worked with staff and clients as necessary to maintain a safe environment for all

### EDUCATION

Los Angeles County Office of Education

**Certificate - Career Planning and Preparation Seminar**

Los Angeles, California

**December 2015**

Central High School

**General Education**

Los Angeles, California

**2013**

*References Available Upon Request*