

# Kayla Jackson-Ortiz

Advanced Culinary Arts Graduate  
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## PROFESSIONAL SUMMARY

Passionate and certified cook seeking a position where I can commit to workplace values and deliver exceptional food services.

## SKILLS

Knife skills: dice/mince/julienne/chiffonade	Excellent plate presentation skills	On-time and dependable
Knowledge of specific herbs, spices, and wine	Great listening skills	Fruit/Vegetable wash and prep
Ability to execute orders quickly	Salad prep and dressing	Inventory/ Quality Control
Follow proper sanitation and hygiene protocol	Work well under pressure	Mother sauces and sub sauces
Operate dishwashing machine	Preparation of appetizers/canapés	Operate grill and deep fryer
Baking breads, pastries, and cakes	Design and plating of desserts	

## CREDENTIALS

**Advanced Culinary Certificate of Completion**  
**ServSafe Alcohol Certification**  
**ServSafe Food Manager Certification**

**Food Handlers Card**  
**ServSafe Certification**

## WORK HISTORY

### Prep Cook

Deutsche Bank Co America, New York NY, August 2016-August 2016

*Delivered outstanding service to guests at regular meals as well as events.*  
*Properly prepared and stored menu items according to standards.*  
*Managed orders in a timely and efficient manner.*  
*Utilized personal protective equipment.*  
*Followed all health and safety standards.*

## EDUCATION

### Advanced Culinary Training

Treasure Island Job Corps, San Francisco, CA, February 2017 – Present

*Identified how to follow all company safety and security policies and procedures.*  
*Determined necessary procedures for preparing and cooking food according to standards.*  
*Established strong communication skills.*  
*Interacted with classmates to ensure excellent production and service.*  
*Demonstrated ownership of a station including stocking, setting up and breaking down.*  
*Created and executed a menu.*  
*Serviced visitors in casual and fine dining restaurants and catered events.*  
*Developed clean and professional image.*  
*Gained extensive knowledge in how to use kitchen equipment.*

### Basic Culinary Training

South Bronx Job Corps, Bronx NY, March 2015 – February 2017

### High School Equivalency Diploma

Mid-Manhattan Adult Learning Center, New York NY, October 2016 – October 2016