

James A. Wheeling
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Piscataway, NJ 08854
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Objective

To plug into a company that has a firm foundation with tremendous upside growth potential, and own my role as a critical team member within it. My intention and goal is to assist our unit in meeting and exceeding forecasted budgets, goals and major objectives.

6/2016-Present **MERRI MAKERS CATERERS** Head Chef at The Ashford Estate Allentown, NJ

- *Coordination of all catering logistics*
- *Successful financial management*
- *Providing top shelf service to the high end consumer market*
- *Ensure quality and quantities meet specifications and guarantees*
- *Successful food and labor costing*
- *Oversee the facilitation of all weddings and corporate events*

10/2015-10/2016 **COMPASS GROUP Chef/Manager** Somerset, NJ

- *Plan, cost and organize meals for corporate staffers*
- *Managed cost of goods, fixed expenses and labor*
- *Delivery of on and off site catering*
- *Train, mentor, & direct union staff up to 8*
- *Plan & conduct employee meetings*
- *Bank reconciliation*
- *Coordinated, implemented, & maintained sanitation standards*
- *Communicated with client daily & maintain client satisfaction*
- *Manage ongoing training of HACCP & safety related issues*

8/2014-10/2016	SUSAN GAGE CATERERS	<i>Event Chef</i>	<i>Hyattsville, MD</i>
<ul style="list-style-type: none">• <i>Coordination of all banquet hot and cold foods</i>• <i>Provide 5-Star catered service</i>• <i>Ensure quality and quantities meet specifications and guarantees</i>• <i>Assists in controlling of food and labor cost</i>• <i>Develops new innovative menus and presentations</i>• <i>Delivers desired results as outlined by the Executive Chef</i>			

6/2009-10/2014 **CELEBRATIONS CATERING Event Chef Sterling, VA**

- Coordination of all banquet hot and cold foods
- Ensure quality and quantities meet specifications and guarantees
- Assists in controlling of food and labor cost
- Develops new innovative menus and presentations
- Delivers desired results as outlined by the Executive Chef

8/2006-12/2011 **SODEXO, INC**

Executive Chef Government Services- Defense Logistics Agency, Ft. Belvoir, VA

Production Manager Campus Services- George Mason University Fairfax, VA

- Culinary teacher and trainer
- Development and implementation of menus for private events and café
- Establish production levels and inventory controls
- Efficient buying and cost cutting for \$2.5 million operation
- Persistently worked with Client to bring projects and visions to fruition
- Constantly work to uphold company's mission statement standards of excellence
- Manage weekly C.O.G.
- Train and Oversee diverse staff of 21
- Fills in for General Manager in their absence (direct Supervisor)
- Assist in opening new account units with Government Services Division
- Mentoring within the STARRS Program

1/2004-11/2009 **R & R CATERING - Purchasing Manager/Event Chef Springfield, VA**

- Efficient buying for \$4.2 million catering operation
- Successfully research and develop new options for greater productivity
- Negotiate with vendors for win/win positioning
- Introduce new ideas and standards within the company
- Assisted with seasonal menu development projects
- Supported Head Chef with Managing \$3.5 million production kitchen
- Created and implemented ideas to improve production
- Manage and cater off-site events

8/1999-11/2003 **GUEST SERVICES Food Service Ops Manager U.S. Capitol Building**

- Plan meals for 800 – 1500 people
- Managed a monthly budget of 60K
- Train, mentor, & direct union staff of 18
- Plan & conduct employee meetings
- Bank reconciliation
- Coordinated, implemented, & maintained sanitation standards
- Communicated with client daily & maintain client satisfaction
- Manage ongoing training of HACCP & safety related issues

Volunteer Services

2006 - 2007

Financial Counselor

Prince William County Government, VA

*Access families and individuals
Direct and guide families were to find assistance
Evaluate debt to income ratios, and how act accordingly*

2005 – 2009 Home Group Project Co-Leader Christ Chapel Mountain Top- Manassas, VA
Served on church Leadership Board
Oversaw Home Fellowship Outreach Program
Assist, coordinates and teaches with Men's Ministry

2010 – 2012 Team Member The Ripple Effect, Northern Virginia
Serving as a volunteer helper on Operation Shoe Box and other charitable causes

Education

1985 –1989 Triton Regional High School Runnemede, NJ
1994 -1995 ECPI – Advanced Technology Institute Va. Beach, VA
2017-Present New Jersey Life Insurance License

Training

*1998-Present Toastmasters International, Speaker
ServSafe Certified
Cash Handling
Diversity and Inclusion Training
Time Management Training
Workplace Harassment Training*

 Employment Application New Jersey

First Name	James
Last Name	Wheeling
E-mail Address	wheelja@msn.com
Phone	908-800-4691
Address	301 N. Randolphville Rd
Unit or Number	apt 16
City, State	Piscataway, NJ
Zip Code	08854
What region(s) are you applying to work within?	New Jersey
Which position(s) are you applying for?	Cook
Are you applying for:	Part-Time
When can you start?	02-15-2018
Can you work overtime?	Yes
How did you hear about us?	Referral
If you were referred, please tell us by whom:	Debbie McKee
What days/times can you work? Select all that apply:	Monday AM Monday PM Tuesday AM Tuesday PM Wednesday AM Wednesday PM Thursday AM Thursday PM Friday AM Friday PM Saturday AM Saturday PM Sunday AM Sunday PM
Do you have any planned vacations or extended leave in the next 12 months? (If no, leave blank)	April 5-9
Have you ever applied to or worked for Acrobat before?	No
Do you have any friends or relatives working for Acrobat? If so, please let us know who:	n/a
If hired, would you have reliable means of transportation to and from work?	Yes

If hired, can you present evidence of your legal right to Yes live and work in this country?

State age if under 18. If you are under 18, hire is subject to verification that you are of minimum age to work.

Are you able to perform the essential functions of the job for which you are applying? Yes

If no, describe the functions that cannot be performed. (Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.)

Name of School Triton Regional High

City & State Runnemede, NJ

Grade/Degree Academic Diploma

Graduated? Yes

Do you have any special licenses? (If so, label under "Special") No

Are you computer literate? (If so, label which programs under "Special") Yes

Are you proficient with Point of Sale systems? (If so, label which under "Special") Yes

Do you have any experience, training, qualifications or special skills? (If so, label under "Special") Yes

Special: Culinary Trainer

Are you currently employed? Yes

Can we contact your current employer? Yes

Name and Address of Employer Merri Makers Caterers

Type of Business Food Service

Phone Number 732-225-0009, Jack McCann

Your Position & Duties Head Chef of The Ashford Estate

Date of Employment (from/to): June 2016 to present

Reason for Leaving n/a

Still Employed: Yes

Name and Address of Compass Group/Eurest Dining

Employer

Type of Business	Contract Food Service
Phone Number	973-727-1971 , Eric Marks
Your Position & Duties	Chef/Manager
Date of Employment (from/to):	10/2015 to 10/2016
Reason for Leaving	Preferred to work with a management team, instead of working solo.
Still Employed:	No
Name and Address of Employer	Susan Gage Catering
Type of Business	High End Caterer
Phone Number	301-839-6900 , Chef Charles Hill
Your Position & Duties	Event Chef
Date of Employment (from/to):	8/2014 to 10/2016
Reason for Leaving	Moved to New Jersey
Still Employed:	No
Have you ever been fired from a previous place of employment? If yes, please explain:	n/a
Have you obtained any special skills or abilities as the result of service in the military? If yes, please explain:	n/a
First Name	Jack
Last Name	MCCann
E-mail Address	jack@merrimakers.com
Phone	732-225-0009
Relationship:	President of Merri Makers
Years Acquainted:	2
First Name	Charles
Last Name	Hill
E-mail Address	
Phone	301-839-6900
Relationship:	Event Chef Manager of Susan Gage Catering
Years Acquainted:	25
First Name	Eric
Last Name	Marks
E-mail Address	
Phone	973-727-1971
Relationship:	District Mgr, Eurest Dining

Years Acquainted: 2.5

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material facts on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

(Checked box indicates acknowledgement)

I hereby authorize Acrobat Outsourcing to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

(Checked box indicates acknowledgement)

I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice and law enforcement agency and general public records history.

(Checked box indicates acknowledgement)

I understand that if selected for hire, it will be necessary

(Checked box indicates acknowledgement)

for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 form in this regard within three days of my hire date.

Acrobat Outsourcing is an at-will employer. I understand that nothing contained in the application, or conveyed during any interview, which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, with or without cause, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

I hereby acknowledge that I have read and understand the above statements.

Applicant Digital Signature
(Type Name):

Date:

(Checked box indicates acknowledgement)

(Checked box indicates acknowledgement)

James A. Wheeling

02-12-2018

Please Attach Resume
Below

You can [edit this submission](#) and view all your submissions easily.



SENSITIVE BUT UNCLASSIFIED

Case Verification Number: 2018043124701NQ

Report Prepared: 02/12/2018

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Employee Information

Last Name: Wheelng

First Name: James

Date of Birth: 05/04/1970

Social Security Number: *** * 4044

Hire Date: 02/12/2018

Citizenship Status: A citizen of the United States

Document Information

List B Document: Driver's license or ID card issued by a U.S. state or outlying possession

List C Document: Social Security Card

Document Name: Driver's license

Document State: New Jersey

Driver's License or ID Card Number:

Document Expiration Date: 04/30/2020

Case Status Information

Current Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 02/12/2018

Case Submitted By: DMCK1905

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