

SUMMARY

High-energy, personable hospitality manager. Highly effective at launching full-service events on schedule and within budget. Natural leader focused on motivating co-workers.

Committed to excellence in service.

EDUCATION

THE CULINARY INSITUTE OF AMERICA C.I.A — Saint Helena, CA.

Associate of Occupational Studies:

Culinary Arts: Dec 2011

NORTHEAST WISCONSIN TECHNICAL COLLEGE — Green Bay, WI.

Renewable Energy and Sustainable Practices

EXPERIENCE

MISSION CHINESE, 11/2015 to Current

Co-Chef — San Francisco, CA.

Oversee food and kitchen supply costs to ensure efficient operations

Develop and document recipe specs to maintain consistency throughout the organization

Create organizational procedures for weekly ordering, paying vendors, and maintaining pars

Maintain sanitary standards for a full-service kitchen that performs 12 services a week

Manage 12 kitchen employees and co-manage front of house operations while expediting food during service to control quality standards

Coordinate education events with second chance students

THE SANDY PARROT TIKI BAR AND GRILL, 01/2015 to 10/2015

Assistant General Manager — Fort Myers, FL.

Improved customer service ratings through active management and staff training and development

Created excel spreadsheets for inventory of food, alcohol, and restaurant supplies

Established relationships with vendors

Performed bookkeeping activities, such as balancing accounts and nightly audits

Recruited and hired staff

Developed employee schedules

Maintained all aspects for a full-service, 300 seat restaurant

Coordinated contests and worked with local radio stations to promote restaurant events

HILLSTONE RESTAURANT GROUP, 01/2014 to 01/2015

Assistant Culinary Manager — New York City NY., Miami FL., San Francisco, CA.

Management and oversight of front and back of house staff of up to 25 people

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Expedited food during service to maintain quality and control cooking procedures

Responsible for opening and closing the kitchen ensuring cleanliness while providing oversight and direction

Processed end of night sales, progress reports, and service overview to upper management

Oversaw weekly inventory and budgeting of the restaurant supplies while maintaining pars and controlling costs under a projected monthly budget

REDD, 03/2013 to 03/2014

Line Cook — Napa, CA.

Prep and set up for all the kitchen stations at this Michelin star restaurant, maintaining several stations during service and co-managing prep cooks/interns

EL DORADO KITCHEN, 09/2012 to 02/2013

Line Cook — Sonoma, CA.

Responsible for setting up and closing of multiple food service stations, including prepping for service as well as maintaining the station during service. Averaged 150 covers a day.

RAYMOND VINEYARDS, 09/2011 to 07/2012

Tasting Room Associate — Napa, CA.

Tasting room duties include the setup and breakdown of various tasting rooms, being knowledgeable and hospitable, and recording inventory.

SKILLS and QUALITIES

Proficient in Excel and Microsoft Word

Great at creating and building relations with guests to make a memorable experience

Leadership skills to help grow and develop a staff

Creative problem-solver who can adapt to any environment

Highly knowledgeable about improving food systems to reduce waste and create a sustainable environment

REFERENCES AVAILABLE UPON REQUEST