

STEPHEN LEONG

1535 21st Ave, San Francisco, CA 94122
415-802-4335 | stephenleong7@gmail.com

OBJECTIVE

To offer a strong background as a team player with superior skills in team playing and training employees. Provide an enthusiastic personality to a restaurant in need of a professional with experience in fine dining environments and well-defined “people” skills.

SPECIAL SKILLS

Ability to quickly and confidently learn new skills and processes.
Fluently read, speak, and write **Cantonese** and **Mandarin**. Conversational English proficiency.
10+ years of **multilingual customer service**.
Hold a **Class “C” California Driver License** with a violation-free record.

EDUCATION AND TRAINING

- Earned **Food Preparation Training and Production Training** at City College of San Francisco/Self-Help for the Elderly, San Francisco, CA, July to August 2018.
- Holds **ServeSafe® Food Handler Card**, August 2018.
- Completed the 957-hour **Food Technology Certificate Program** in preparing, cooking, and baking foods at City College of San Francisco, San Francisco, CA, 1990 to 1991.
- Obtained **High School Diploma** at Mission High School, San Francisco, CA, June 1978.

PROFESSIONAL EXPERIENCE

Deli Clerk. Safeway Inc., San Francisco, CA. (3/2017 – 10/2017)

- Prepared hot dishes and maintained a clean area for customers to ensure 100% customer satisfaction.
- Sliced and served different types of delicatessen meats and answered customer inquiries.
- Accurately recorded and assisted in preparing deli special orders and ensured that the customer is delighted with the end product.

Gardener Assistant (PST). San Francisco Recreation and Parks, San Francisco, CA. (8/2015 – 8/2016)

- Routine park maintenance, including mowing, watering, clearing areas, and flower planting.
- Weeding, pruning, brush removal in surrounding areas.
- Litter pick-up in landscape areas and removal of debris in surrounding areas.

Jeweler Sales Associate. MCWJ Company, Ltd., San Francisco, CA. (12/2004 – 11/2008)

- Responsible for sales and marketing jewelry to different cities.
- Kept detailed records of monetary transactions.
- Maintain business relationships with customers and vendor.

Cook. California Pacific Medical Center – Davies Campus, San Francisco, CA. (11/1992 – 4/1996)

- Became knowledgeable of special diets and acceptable food substitutions while working with patients.
- Prepared nutritious meals for patients and staff.
- Consulted with supervisory staff to plan menus.
- Observed and tested foods to determine if they have been cooked sufficiently.
- Estimated expected food consumption, requisitioned, and purchased supplies.