

**Stephanie Willis**  
**611 16<sup>th</sup> St Apt D**  
**Richmond, Ca 94801**  
**Phone: 510-938-3649**  
**Email: Steviedee30@yahoo.com**

**Professional Summary**

I wish to enhance my current culinary skills and experience within the healthcare field and become a great asset to my employer.

**Skills**

- \*Head Chef
- \*Management
- \*Exceptional Customer Service

**Work History**

07/2019-Present

Dietary Cook/Aide

Creek Side Senior Healthcare, San Pablo, Ca

- \*Prepare meals for all residents under the direction of Dietician orders
- \*Prepared meals on tray line following all requirements per order form for all diets, i.e., Regular, Mechanical Soft, Puree and Renal diets
- \*Complete Daily Kitchen Temperature Log, i.e. Food Temp, Refrigerator/Freezer Temp and Sanitation Logs
  - \*Basic Sanitation of Food Handling Certified
  - \*Industrial Kitchen Machine Experience

06/2018 – 05/2019

Station Manager

Amazon/NEA Delivery, Richmond, Ca

- \*Oversaw project Operations daily
- \*Trained/Instructed drivers and loaders
- \*Enforcing on time deliveries and Road Safety
- \*Debrief with dispatchers constantly regarding any issues that occur on the road
- \*Daily staff meetings before each shift to ensure quality productivity

08/2016-05/2018

Commercial Account Management/Customer Service Rep

AutoZone Auto Parts, Pinole, Ca

- \*Maintained all commercial accounts via, Phone, In Person, or over Email
- \*Performed all account transactions i.e., Sales, Inquiries and Invoices
- \*Assisted In-store customers with all purchases and product availability
  - \*Product Inventory Control
  - \*Completed all product logs as needed



**Education**

Culinary Arts Certificate

08/2005-06/2008

Contra Costa Community College

San Pablo, Ca

**~ REFERENCES AVAILABLE UPON REQUEST ~**



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First and Last Name: Stephanie Willis  
Email: Stephedeel30@yahoo.com  
Phone number: (510) 938-3649

## Working Experience:

Company Name: Three Season Cafe.

Dates of Employment: 5/2005 6/2007

Job Responsibility:

- Line cook.
- prep cook
- Dish washer
- Cashier

Company Name: Nordstroms Cafe.

Dates of Employment: 7/2009 5/2009

Job Responsibility:

- Prep cook
- line cook
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Company Name: Creekside Senior Care.

Dates of Employment: 5/19 6/19

Job Responsibility:

- Follow Recipe from Book and Cook for patients.
- keep not of temp of food and walkin.
- Freezer, ~~and~~ ~~and~~
- Cut, Bake, Boil, chill.  
Clean, work, dish washer.

## Skills

- Life Skills
- Kitchen helper
- cook.
- line cook, prep,

