

Angela Ketelhut

Culinary Arts Associate

Cell: (916) 904-2412

Lincecomroo@gmail.com

Dear Hiring Manager,

I would like to be seriously considered for the position that you currently have available. I feel that my previous experience, education, certifications, and current culinary skills can be a valuable asset for your establishment. Please review these attached documents closely because I am confident that I can significantly contribute to your success.

As my resume indicates, I'm continuing at Job Corps for formal training in Culinary Arts. I am in the process in completing my Basic Culinary Arts Certificate in San Francisco, CA. Through my training I have developed exceptional skills in preparing and cooking foods to an industry level standard that adheres to strict safety and sanitation guidelines. My commitment and dedication to the field is evident through the multiple projects I have successfully completed during my training. I have been praised by my instructors for my knife skills and excellent recipe development. I completed most of my culinary training accomplishments in a relatively short period of time, which is an indication of my ability to quickly learn and apply my training in a timely manner.

In addition, I am closely obtaining one year of culinary experience while working in the Cafeteria while at Treasure Island Job Corps. While most of the student body was content with their education, I push myself to obtain a position in the cafeteria and to support my education, therefore building my experience. This position showed me how to serve large group of people while still keeping taste and presentation as high goals.

As a result, I am confident that my skills, experience, and education will be an asset to your organization. I look forward to speaking with you about the position.

Sincerely,

Angela Ketelhut

ANGELA KETELHUT

**351 H Avenue Harvey Milk Building
San Francisco, CA 94130
(916) 904-2412
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JOB OBJECTIVE: CULINARY WORKER

TRAINEE OF WORK-BASED LEARNING CULINARY ARTS PROGRAM

CURRICULUM:

- Importance of strong communication/interpersonal skills
- The safe use of tools, equipment, and sharp knives/blades
- Ability to read recipes and carefully measure wet and dry ingredients
- Proper food handling: California Food Handler Card
- Assure proper sanitation and cleanliness of food prep areas, including equipment, work surfaces, and serving areas
- Proper storage of produce, meats, fish, poultry, dairy, and prepared foods
- The storage and cooking of food at the correct temperatures: understanding the importance of monitoring temperature for refrigerators, freezers, ovens, broilers, grills, and roasters
- Importance of ensuring freshness of food and ingredients by checking for quality, tracking old and new items, and rotating stock

HIGHLIGHT OF QUALIFICATIONS

- Safety conscious
- Naturally personable; excellent communication/interpersonal skills
- Experienced working with persons from diverse backgrounds
- Excellent attention to detail
- Good follow through

EMPLOYMENT EXPERIENCE

Catering

Labor Max, September, 2018; Fresno, CA

- Thoroughly washed dishes
- Set tables, assuring consistency in appearance
- Carefully and completely cleaned dining area after events

3 sink

Volunteer Assistant

Mobil Country Club, November 2017 - April 2018; Rancho Cordova, CA

- Assured all food items were prepped and ready for meal times
- Set tables, assuring consistency in appearance
- Personably served meals and beverages and regularly followed up assuring customers were pleased with their dining experience

EDUCATION

**Culinary Training Program, Life Skills, Job Prep, Treasure Island Job Corps, San Francisco, CA
October 2018 - In Progress/Projected Graduation: October 15, 2019**

Speech Pathology Assistant American River College 4 years

Angela Ketelhut

Culinary Arts Apprentice

Cell: (916) 904-2412

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PROFESSIONAL SUMMARY

Seeking employment at Applebee's Neighborhood Bar and Grill, where my prior education, experience, and relevant skills will benefit the success of a restaurant or hotel.

CERTIFICATIONS:

• ServSafe (Expires 2020)

• AHA First Aid and CPR (2020)

CULINARY SKILLS:

- Multiple knife cutting techniques
- Excellent deep fryer operation
- Familiarity with serving lines
- Ability to execute orders quickly

- Knowledge of front and back of house
- Familiar with cooking tools
- Good plate presentation skills
- Follow proper sanitation guidelines

- Operate dish washing machine
- Temperature control HACCP
- Fruit/vegetable wash and prep
- Salad prep and dressing

WORK HISTORY:

Treasure Island Job Corps Center

Culinary Arts Apprentice

San Francisco, CA

November, 2018-June 2019

- Prepare and serve entire meals for about 500 students and faculty
- Operate a variety of kitchen equipment and adjust recipes for larger or smaller quantity of food
- Prepare service for weekly student luncheons where duties included: prepping salads, entrees, desserts, serving, and cleaning

Labor Max

Server and Caterer

Fresno, CA

August, 2018

- Clean after events were over
- Catering
- Preparing set ups
- Plating
- Dishwashing
- Served 4,000 people at one time

EDUCATION:

Treasure Island Job Corps Center

Culinary Arts Program Certification

San Francisco, CA

Process of Completion

- Acquired skills necessary to perform culinary task like proper knife techniques, preparation of food, vegetables, and meats for professional staff.
- Gained working knowledge of soups and salads preparation, operating /troubleshooting kitchen machinery, and learn to follow proper sanitation and hygiene protocol.
- Obtained ServSafe Certification
- Made full course meals for new arrivals and staff on center
- Prepared food and serve meals on the lunch line in busy cafeteria
- Maintained cleanliness and closely follow HACCP sanitation/safety standards

HOPE Schools International

High School Diploma

Redding, CA

May, 2014

- Fulfilled California State requirements for a High School Diploma

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Professional References

Valdet Jakubovic

Culinary Arts Instructor

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Nneka Scott

Work Based Learning Advisor

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Charles Fitzgerald

Culinary Manager

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Rizwaan Ali

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American River College

English Professor

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Please feel free to contact any of my professional references regarding my work and academic performance.