

SMITH CARTER

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OBJECTIVE: Seeking employment in the service industry where I can use my talents and skills to grow and expand with the company through hard work and dedication.

SUMMARY OF QUALIFICATIONS:

- Great organizational skills
- Proven multitasking capabilities
- Helpful Teammate
- Perfect attendance record
- Follows safety procedures
- Works well under pressure
- Food and Safety training
- Time management skills

EMPLOYMENT HISTORY:

Alonti Catering Kitchen ***Catering Cook/ Driver*** 01/2017-06/2019

- Ensured safety standards were maintained while food was being prepared.
- Prepared menu and catering items to recipes specification.
- Delivered and set up at locations.
- Selected the most efficient routes for catering delivery.
- Cleaned, stocked, inventoried and restocked products and equipment.

Jay's Catering ***Delivery Driver/Catering Server*** 02/2015-01/2017

- Verified contents of inventory loads against shipping papers.
- Practice safe and secure loading methods to avoid damaging goods.
- Daily Vehicle inspections for distance traveling.
- Selected the most efficient routes in compliance with delivery instructions and fuel policy.
- Obtained signatures needed to complete and process all paperwork in a timely manner.
- Assisted with banquet set ups for weddings and other special events.

Katella Deli ***Busser*** 10/2011-02/2015

- Greeted newly seated guests and brought beverages to table.
- Delivered food and refilled beverages.
- Removed dishes and trash after guest departure and took all items to Kitchen for disposal or cleaning.
- Completed end-of-shift cleaning duties to maximize dining area cleanliness.
- Stock supplies, such as food or utensils, in serving stations, cupboards, and refrigerators.

College Medical Center ***Dishwasher*** 08/2006-10/2011

- Received and delivered supplies, materials, and equipment.
- Confirmed that delivered goods match purchase order specifications of quantity.
- Completed all necessary paperwork for stock items received.
- Maintain kitchen work areas, equipment, or utensils in clean and orderly condition.
- Wash dishes, glassware, flatware, pots, or pans, using dishwasher or by hand.
- Stock supplies, such as food or utensils, in serving stations, cupboards, and refrigerators.

EDUCATION:

Vista Del Rio

High School Diploma

El Monte, CA