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Letter of intent to apply:

To whom it may concern,

I am applying for a position as a professional cook. Through my experiences I have gained considerable technical skills and abilities compatible with this position. My areas of expertise include intensive knowledge of the kitchen, organizational skills, and the ability to lead. Along with this experience, I have consistently received outstanding reviews from customers and fellow employees as well. The qualifications mentioned above, coupled with my educational background, passion for the culinary industry, and capability to be an outstanding team player make me an excellent candidate for this position. Attached is my resume for consideration. Please do not hesitate to contact me if you are interested in additional information. I look forward to hearing from you and I hope you will consider me for this opening. I would be proud to join your fine team.

Sincerely

Eduardo Chow

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## OBJECTIVE

To obtain a position as a professional line cook where I can expand my knowledge in the culinary profession and contribute my previous experience to the company.

## SKILLS

A multi-tasked, detail-oriented, and talented chef with extensive experience in overseeing food and pastry production for all food outlets and banquet functions. Areas of expertise include:

- Developing menus
- Food purchase specifications and recipes
- Ability to train staff members that build and sustain a high-performance team
- Ability to directly supervise all production staff while maintaining highest professional food quality and sanitation standards
- Knowledge of policies and procedures
- Extensive organizational skills
- Accuracy in work and documentation
- Strong communication skills and professional demeanor
- Effective problem solving and responses to customers' needs and situations
- Bilingual - English and Spanish

## PROFESSIONAL EXPERIENCE

**Supervisor/Cook in Prepared Food Department**  
*Whole Food Market, San Francisco, California*

2007-2010

Train team members in fulfilling duties and responsibilities. Establish and maintain positive work environment that supports high employee morale. Communicate with team members and leadership. Supervise and delegate tasks to team members. Complete spoilage, temperature, and sanitation logs. Provide excellent customer service. Comply with sanitation procedures. Ensure safety of team members. Open and close department. Schedule breaks for team members. Communicate team members' concerns to leadership. Support regional, national, and store programs. Extensive knowledge of policies and procedures. Work flexible schedule.

In Bistro: Assist as line cook (hot and cold), cashier, and dishwasher as needed to expedite food preparation.

In Prepared Foods Kitchen: Assist with various tasks in department including runner, heater, cook, counter (deli, pizza, hot case rotisserie), charcuterie, and catering/pre-pack.

**Chef/Assistant Manager**  
*Las Tinajas Restaurant, San Francisco, California*

1996-2011

Train and supervise food and pastry production staff. Plan menus according to customer base, popularity of various dishes, holidays, costs, and other factors as needed. Coordinate work of cooks and other kitchen employees to ensure food preparation is economically and technically correct. Ensure high standards of sanitation and cleanliness. Develop and test recipes and techniques for food preparation and presentation to ensure high quality and minimize costs. Cook and directly supervise cooking of items requiring skillful preparation. Evaluate food products. Perform miscellaneous job related duties and assigned, including cashier. Possess cash handling skills. Provide excellent customer service.

**Cook**  
*The Elite Cafe, San Francisco, California* 2006  
Oversee food inventory. Handle for products received. Assist with food preparation and food ordering process. Ensure cleanliness of kitchen areas.

Train and supervise the food line. Cook and directly supervise cooking and prepping of items. Coordinate the work of employees to ensure food preparation and duties are fulfilled in the kitchen. Developing food menus and assisting in food purchase. Assisting in kitchen hiring and procedures. Maintaining safety and sanitation.

**Linecook/Barista**

*La Taza, San Francisco, California*

2005-2007

Cook and prep food on the line. Develop and test recipes and techniques to ensure high quality and costs. Evaluate food products and perform miscellaneous jobs such as cashier, and customer service. Assist in preparing coffee beverages and deli food.

**Prep cook/ grill cook/ line cook**

*Acrobat Outsourcing, San Francisco, California*

2010-2011

On-call cook for various bay area companies. Assist executive chefs in preparing and executing food items for daily operations. Companies I have worked for are Gap INC., UCSF hospital, Apple INC., Taste catering, Paula Le DUC catering, and Private Events.

**Linecook**

*The Cheesecake Factory , San Mateo , California*

1 2011

Cook and prep food on the sauté station. Plating and ensuring five star dishes to customers and guests.

**Linecook**

*The Rotunda- Neiman Marcus , San Francisco , California*

2012

Cook and prep food at the pantry, grill, fry, and sauté station. Plating elegant and serving fine dining food.

**Linecook**

*McCormick And Kuletos , San Francisco , California*

2012

Cook and prep food on sauté, grill, fry and expediting stations. Plating, serving and executing fine steaks and seafood.

**Sous Chef/Kitchen Manager**

*Lark Creek Grill , San Francisco , California*

2013-2014

*Managing all of BOH including buying products, administrative duties, training, ensuring quality and sanitation.*

**EDUCATION**

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**California Culinary Academy**

San Francisco, CA

**Food Safety Manager Certificate**

By State of California

**Sacred Heart Cathedral Preparatory**

San Francisco, CA

**REFERENCES**

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Available upon request.