

**Ryan Monguillot**  
1988 Bellomy Street,  
Santa Clara, CA 95050  
(650)-630-6057  
frenchman47200@yahoo.com

**EDUCATION:** San Jose State University, San Jose, CA  
**B.A. Psychology**, Graduated: Fall 2014

**EXPERIENCE:** Whole Foods Market, Los Altos, CA  
July 2012 – Present

- ─ Corresponding on the phone with customers 5 to 10 times a day by taking orders, give advices on quantity needed to order, general information.
- ─ Maintaining food quality controls.
- ─ Volunteer and assist supervisor with various task in the catering department.
- ─ Collaborate in a team of 20 people by preparing dishes, doing inventory, wrapping up some final tasks.
- ─ Maintained accurate records and food cost.
- ─ Guaranteed food quality management.

Chef Instructor, Sur La Table, Palo Alto, CA  
October 2011 – June 2012

- ─ Teaching classes to kids and adults.
- ─ Making sales and promoting future classes.

General Assistant  
Foothill College Library  
August 2010 – April 2011

- ─ Maintained inventory
- ─ Assisted students in finding books and navigating around campus
- ─ Led workshops on writing research papers and searching for resources

General Assistant  
Foothill College Counseling Office  
July 2009 – August 2010

- ─ Scheduled appointment for students to see counselors
- ─ Monitored and maintained office supplies
- ─ Answered phone, provide responsive and fast inquiries for students, directional skills

**SKILLS:** Computer: Word, Excel, Power Point, Good organizational skills, good communication skills  
Foreign Language: French fluent