

Leonardo Calle

Experienced professional with a background in event planning, customer service, and inventory management seeking a full-time position within the local community

Randolph, NJ
(201) 919-6954
chefleocalle@gmail.com

EXPERIENCE

Event Planner, Artsi Studio LLC, Chester, NJ

APRIL 2018- MARCH 2020

Planned Public and Private Events, Managed Staff

- Planned events for up to 120 guests
- Event logistics, set up and clean up
- Greeting guests and managing event flow
- Supervising studio staff
- Coordinating with event caterers

Freelance Private Chef, Metro New York, NJ

AUGUST 2007 - PRESENT

Serving Private Families and Organizing Catered Events

- Supervising food preparation and managing staff
- Designing custom menus for clients' dietary needs
- Interacting with clients and their guests
- Maintaining a clean, safe, and orderly kitchen
- Coordinating with event vendors

EDUCATION

The Institute of Culinary Education, New York, NY

JANUARY 2007 - DECEMBER 2007

Completed culinary diploma program with internship at the Gramercy Tavern

VOLUNTEERISM

City Harvest New York, NY

Assisted with setup & food prep for *Volunteer Bid Against Hunger* event

Culinary Corps New Orleans, LA

Provided outreach to underserved communities (school gardens, crisis kitchens, farmers' markets)

The James Beard House New York, NY

Provided culinary assistance to visiting national and international chefs

SKILLS & TECH

Time Management
Organizational Skills
Customer Service
Microsoft Office Suite
Google Drive

LANGUAGES

Spanish
English