

Objective

Bakery Supervisor position in the hospitality industry, with an emphasis on food and drink preparation. Abilities Recieve payments by cash check, credit cards, and automatic debits. Greet customers entering establishments. Issue reciepts, refunds.credits or exchange due to customers. Maintain clean and orderly checkouts areas and complete other general cleaning duties, such as mopping floors emptying trash cans.

Skills

Sales Management, Speaking, Type 60 Wpm, Basic Computer, Retail Sales.

Work Experience

Bakery Supervisor/Cashier

ABC Corporation - January 2009 – September 2011

- Prepared icings according to recipes and decorate baked goods appropriately.
- Took customer orders over the phone Mixed batter Ingredients Ensure that baking equipment was cleaned and maintained properly.
- Provided customer service to general public.
- Oversaw cleanliness and sanitation of work area and equipment.
- Ensured that oven temperature is in accordance to the type of product being baked.
- Measured and mix ingredients to make breads, rolls, pies, pizzas and cakes.
- Ensured appropriate quantity Adjust thermostats in order to ensure that appropriate heat is being transmitted.

Bakery Supervisor

Delta Corporation - 2004 – 2009

- Supervised 6 In-store Supermarket Bakeries Liaison between store level and corporate personnel Increased sales growth 3+ % Increased Gross Profit.
- Mix and prepare all bakery items Perform repairs on equipment and fleet vehicles as needed Supervise 10-40 employees Work with vendors to ensure.
- Responsible for overseeing the daily operations of the bakery and its employees.
- Write employee schedules and respond to emails from clients and chefs from around the company.
- Supply the house-made bread and desserts for all the restaurants in the company as they ordered them as well as research and development of new.
- Responsible for all inventory ordering, monthly auditing, stocking, and date verification Responsible to know procedures on any job responsibility in.
- Responsible for any shrinkage and keeping shrinkage numbers as low as possible.

Education

Diploma in General High - (learning institute)