Dietary Supervisor

ROBERT SMITH

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Objective

To obtain a position with a reputable establishment where can use problem-solving, leadership skills and administrative knowledge in a challenging environment to help employer reach its highest potential.

Skills

Microsoft Office, Customer Service.

Work Experience

Dietary Supervisor

Vidant Beaufort Hospital - January 2013 – 2020

- Performed via e-mail notifications and checking products for recalls and proper disposal of such products if necessary.
- Responsible for handling all aspects of catering events.
- Maintained proper documents for filing for future hospital use.
- Coordinated with DSS for meals on wheels program.
- Protected food in all phases of preparation, holding, service, cooling, and transportation Purchase, receive and store food following established sanitation and quality standards.
- Assured food service is in compliance with nutritional, safety, sanitation and quality standards, state and federal regulatory requirements.
- Managed equipment use and maintenance.

Dietary Supervisor

Delta Corporation - 2008 – 2013

- Supervised dietary workers, make schedule, cook when needed, on call every other weekend, order food, etc.
- Instructed inmates on how and what meals to prepare.
- Instructed inmates on how to properly store various food products.
- Directed and supervised all dietary functions and personnel.
- Maintained cost records and worked to meet budget guidelines.
- Transported residence to various appointments.
- Performed other duties as needed.

Education

Associates in Medical - (Beaufort Community College)

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