

Objective

Expanded Duties Dental Assistant and Coronal Polisher offering excellent clinical and customer relation skills gained through 12 years of experience within a very busy Pediatric Dentist office. Strong in customer service and organization skills, flexible and adaptable, and very detail oriented. Over 25 years' experience in Restaurant Service industry, cross trained in all areas of the restaurant including Management.

Skills

Microsoft Office, Customer Service.

Work Experience

Food Coordinator

Canteen Service Company - August 2015 – 2021

- Planned, directed and coordinated dining services to Brescia University student and staff.
- Maintained quality dining services with the prescribed budget.
- Determined quality and quantity of food required, controlling food costs, and corresponding with staff and other Food Service Coordinator to plan menus.
- Oversaw/Inspected the production and quality of food, as well as the cleaning, maintenance and sanitation of the facility.
- Prepared cleaning schedule, production worksheets, and maintaining inventories and budgets.
- Scheduled to prepare and cook meals as needed.
- Worked on the line and make requested sandwiches, work the fryers, grill, and did the dishes.

Food Coordinator

Delta Corporation - 2011 – 2015

- Oversaw product development with R&D and external partners at \$40 million cafe and bakery company operating 50+ branches in Korea Responsible for .
- Prepare and Cook Food Clean and sanitize kitchen Conduct inventory Setup and serve tables and catering stations.
- Supervise inmates as they prep, cook, and serve meals Daily cleaning.
- Hours per week 40 + coordinated and managed banquets, large parties, etc.
- coordinated and provided training on organizational customer service coordinated procedures to ensure product consistency worked collaboratively with .
- Cooking for low income families.
- specializing in weddings and large events.

Education

Business Management