



MIA TAYLOR

Kitchen Clerk

✉ support@qwikresume.com ☎ (123) 456 7899 📍 Los Angeles

🌐 www.qwikresume.com

💡 SKILLS

Timely Food Delivery



Effective Communication



Stock Rotation



Equipment Maintenance



Supply Ordering



🏆 INTERESTS

★ Surfing

🥋 Martial Arts

🏠 Community Service

👥 Blogging

💪 STRENGTHS

⌚ Patience

🏔️ Perseverance

📅 Planning

⚙️ Positivity

🗣️ LANGUAGES



English



Russian



French

🌟 ACHIEVEMENTS

★ Successfully improved kitchen order accuracy by 20% through diligent food prep.

★ Maintained a clean and organized workspace, resulting in zero health violations.

👤 PROFESSIONAL SUMMARY

Proactive Kitchen Clerk with 2 years of experience in food service and kitchen operations. Expertise in food preparation, inventory management, and maintaining high cleanliness standards. Adept at enhancing customer experience through effective communication and teamwork. Excited to bring my skills to a fast-paced kitchen environment and contribute to culinary excellence.

💻 WORK EXPERIENCE

Kitchen Clerk

📅 Feb / 2024-Ongoing

Maple Leaf Consulting

📍 Toronto, ON

1. Provided exceptional customer service by assisting customers with product selections and orders.
2. Prepared a variety of gourmet items including fresh-baked pizza, sandwiches, and salads.
3. Maintained kitchen cleanliness and complied with safety and sanitation standards.
4. Took catering orders and collaborated on menu suggestions for events.
5. Executed timely food preparation to ensure prompt service during peak hours.
6. Managed inventory and restocked supplies to maintain operational efficiency.
7. Trained new staff on food safety protocols and kitchen procedures.

Kitchen Clerk

📅 Feb / 2023-Feb / 2024

Crescent Moon Design

📍 Portland, OR

1. Engaged with customers to enhance their shopping experience, including addressing inquiries and resolving issues.
2. Answered phone calls promptly, taking customer orders and providing information about menu items.
3. Collaborated with team members to ensure customer satisfaction and a positive work environment.
4. Reviewed daily orders and prepared food items according to specifications.
5. Handled food safely and ensured the work area remained clean and organized at all times.

🎓 EDUCATION

Associate of Applied Science in Culinary Arts

📅 Feb / 2022 - Feb / 2023

Culinary Institute of America

📍 Denver, CO

Studied food preparation techniques, kitchen management, and food safety protocols.