

CHEF MANAGER

Professional Summary

Food Production Management • K12 Chef Management Experience • National School Lunch Program Oversight • Food Safety Champion • Culinary Innovation • Proven Team Leader • Creative Recipe Presentations • Training & Development • Contract Management- Inventory and ordering management • Procurement Analysis • Auditing Management • Waste management skills • Food Cost & Labor Management • Strong Catering abilities • Restaurant Management skills • Team Player • Excellent communication skills • MS Office Proficient • Budgeting & Invoice competencies • Food Allergy/medical condition trained • Quick Books • Quicken • Newton POS • Cater Trax knowledgeable • Menu Software Proficient waste management savvy- La ethics trained

Skills

- Food spoilage prevention
- Kitchen Management
- Menu planning
- Recruiting and Hiring
- Cooking skills
- Supply ordering
- Budgeting
- Food plating and presentation
- Signature dish creation
- Forecasting and planning
- Baking and broiling skills
- Recipes and menu planning
- Sanitation guidelines
- Workflow Optimization
- Food inventories
- Performance assessments
- Adaptability
- Cultural awareness
- Written Communication

Work History

Chef Manager 08/2020 to Current

Company Name • City , State

- Placed food orders with suppliers on weekly basis, taking into account kitchen budget and expected demands.
- Hired, trained and managed all kitchen staff, including employee development, issuing disciplinary action and conducting performance reviews.
- Kept kitchen staff in compliance with safety and food regulations to reduce opportunities for illness or accidents.
- Scheduled and received food and beverage deliveries, adhering to food cost and budget.
- Pitched in to work line during busy periods or in place of sick employees.
- Maintained high food quality standards by checking delivery contents to verify product quality and quantity.
- Responded to dietary concerns and food allergies, creating dishes to meet customer needs and palates.
- Properly handled and stored food to eliminate illness and prevent cross-contamination.
- Collaborated with Lusher Elementary in production or modification of menus and selections.

Chef Manager 08/2019 to 03/2020

Company Name • City , State

- Placed food orders with suppliers on weekly basis, taking into account kitchen budget and expected demands.
- Hired, trained and managed all kitchen staff, including employee development, issuing disciplinary action and conducting performance reviews.
- Kept kitchen staff in compliance with safety and food regulations to reduce opportunities for illness or accidents.
- Recruited and hired employees to build effective culinary team for \$1.5 million annual revenue-producing restaurant in New Orleans.
- Prevented cross-contamination from utensils, surfaces and pans when cooking and plating meals for food allergy sufferers.
- Evaluated inventory levels on weekly basis and placed orders to restock Cooler and Dry items before supplies ran out.
- Prepared meals from scratch using authentic, popular recipes to generate repeat business.
- Averaged a **\$.98 food production cost** while feeding over two thousand children
- Achieved **83% participation rate** (enrollment), including breakfast and snack meals
- **Managed** USDA/DOD funds
- Experienced with Union workers and union practices

General Manager of Operations 01/2017 to 07/2017

Company Name • City , State

- Created, managed and executed business plan and communicated company vision and objectives to motivate teams.
- Improved productivity while reducing staffing and operational costs by 7.5%.
- **Recruited, interviewed, hired, and developed team members** that exemplify company culture and values. Conduct performance appraisals, coaching, counseling, motivating, and recognition activities to retain and develop the store team.
- Advanced productivity KPIs by leading trainings on procedures and safety practices.
- **Closed store without incurring lease penalties and in excellent standing with building management.**

Operations Manager 01/2010 to 11/2016

Company Name • City , State

- Devised, deployed and monitored processes to boost long-term business success and increase profit levels.

- Set, enforced and optimized internal policies to maintain efficiency and responsiveness to demands.
- Reduced average contract expenses by 16% through aggressive negotiations with vendors.
- Effectively grew business and **manage sales revenues in excess of \$450,000 annually.**
- **Worked closely with team to help business win several awards â€”** Small Business of the Year (Gambit magazine), King Cake of the Year (2015, NOLA.com), Best of the Rest (2016, Youth Leadership Council), and others
- Documented safety action plans, quality initiatives, and team performances.

Education

Associate of Arts : Pastry Arts 05/2009 University of New Orleans - City

Bachelor of Science : Business Management 05/2005 Northwestern State University of Louisiana - City , State

- Graduated with 3.1 GPA
- Graduated in Top 17% of Class
- Minored in Marketing

Certifications

- Certified Servsafe, Expiration 2024
- Member of the American Institute of Culinary Professionals 2019
- Culinary Innovation of America Jr Board member