

NAME

TITLE

000-000-0000 / EMAIL / CITY, STATE, ZIP

Profile

Energetic and personable restaurant assistant manager with eight years of experience looking for a position with more responsibilities in the fine dining industry.

Experience

Assistant Kitchen Manager - Giovanni's / Location

MONTH 2019 - Present

- Oversees kitchen operations for a team of 12 staff members who prepare food for an average of 35 guests a night.
- Fills out performance evaluations and gives personalized feedback to help team members progress.
- Enforces safe food handling practices and assigns cleaning tasks throughout the shifts.
- Manages a portfolio of over 30 suppliers and identifies new local vendors based on strict criteria for quality.
- Develops new menu items based on trends and seasonal ingredient availability.

Assistant Manager - Cannelle Detroit / Location

MONTH 2015 – MONTH 2019

- Supervised sales to customers, answered questions and ensured a positive customer experience.
- Took an average of three catering orders a week and oversaw the preparation and delivery of these orders.
- Developed digital content to promote the bakery online. Social media activity increased sales by 15% from 2015 to 2017.
- Assisted in tracking expenses and establishing a budget for the business.
- Interviewed candidates and contributed to creating a hiring process designed to reduce turnover by 75%.

Project Experience

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Education

AAs in Professional Culinary Arts - Schoolcraft College

MONTH YEAR

- GPA: LIST
- AWARD
- AWARD

DEPARTMENT - SCHOOL

MONTH YEAR

- GPA: LIST
- AWARD
- AWARD

Skills

Expertise

- Culinary arts
- Effective communication
- Team-oriented
- Problem-solving

Licenses & Accreditations

Licenses & Accreditations

- Certified Food Manager
- ServSafe Food Handler Certification