Objective:

To obtain an opportunity, where I can utilize my skills and abilities to contribute to the growth of your organization while personally attaining a position to challenge my skills and grow professionally..

Skills /Training

* Excellent Management and Supervisory skills.
* Strong capacity for research and problem solving abilities.
* Leadership and motivation knowledge.
* Ordering of supplies and inventory tracking.
* Team worker with strong organizational skills and keen eye for detail.
* Bilingual English-Spanish
* Menu Planning by the season, budgets and nutrition.
* Computer skills as relative to the Food Service Business
* Successful in the training of new and existing employees.
* Extensive catering background.
* Knowledge of food safety and quality standards.
* Strong competency to run budgeted food cost parameters.
* Passion to work in the Service Industry with focus on Customer Satisfaction.

Education:  
Courses in the areas of Budgeting, Menu Writing, Cafe Pricing and Human Resources Management.

Professional Work History;

Confidential, San Antonio, TX June 2009 to present   
Food Service Director at TMI The Episcopal School of Texas: Responsible for hiring, managing, motivation, retention and training of staff. Maintain systems and procedures for the ordering, receiving, storing, preparation and serving of food related products. Serving 3 meals a day for 50 boarding students and 600 patrons on daily basis for lunch. Responsible for menu planning and development, payroll and staff scheduling for food service at a fast paced private school. Responsible for component accounting functions, Events planning, organization and supervision. Conduction of weekly inventory, maintaining records to comply with Sage\'s standards. Ensure that requirements for appropriate sanitation and safety levels in respective areas are met. Ability to communicate and effectively work with Client community, customers, and support staff. Consistent ability to successfully deliver and execute contracted catered events for School’s Development, Admissions and Head Master offices.

Confidential, Houston, TX Nov. 2007 to June 2009   
Food Service Director at St. Francis Episcopal Day School: Serving 2 meals a day and 850 patrons on daily basis for lunch. Managing kitchen staff, purchasing, ordering, and organizing catering events for the School. Menu planning and development. Coordinated and supervised unit personnel regarding food production, quality and cost control, labor scheduling, staffing and inventory tracking. Ensured that requirements for appropriate sanitation and safety levels in respective areas were met. Management of the Food Service at the School, menu planning, budget management, hiring and training of all kitchen staff, purchasing and ordering of food products, payroll and staff schedule. Organized and supervised all catering events.

Confidential, Towson, MD Aug. 2006 to Nov. 2007   
Culinary Support Team Manager, Traveling nationwide to start, implement and train new accounts and staff on Company systems and procedures. Working with vendors to ensure timely and organized opening of new accounts. Responsible for follow up and review of new and existing accounts to ensure proper adherence to policy and sales growth.

Confidential, San Antonio, TX Aug 2004 to Aug.2006   
Kitchen Manager, Managing all the kitchen staff, while responsible for the purchasing and ordering of food products, payroll and staff schedule. Supervision and organization of catering events including the menu planning and production of events.

Confidential , San Antonio, TX Nov 2003 –June 2007   
Real Estate Agent,

Confidential, San Antonio, TX Sept.2002- Sept. 2004   
Life Insurance Agent.

Confidential Bellows Falls, VT April 2000- Sept. 2002   
Route Sales Representative, Increased route by 100%. Training of new route managers. Several awards as a result of my sales, organization skills, motivation and facility to work with people.

Confidential, Lebanon, N.H. Aug. 1999- Mar. 2000.   
Sales Service representative, Technical service assistant, and sales of products increasing sales in my   
territory .

Confidential, Claremont, N.H. Sep. 1998-May 1999.   
Culinary Arts Instructor, Teaching the culinary arts to high school students.

Confidential, Sunapee N.H. May 1998-Sep. 1998   
Restaurant Manager, In charge of seasonal summer restaurant, developed new strategies to improve promotion, marketing and Food Service.

Confidential, Burlington, VT. Oct. 1996-May 1998   
Food Service Consultant, Increased sales in my territory though promotion of new products and ensuring customer satisfaction.