

## ACCOUNT DIRECTOR

### Summary

Dedicated professional with experience necessary in food and beverage for excellent guest service. Seeking to deliver great service and great food while maintaining the financial responsibility and core standards of any operation.

### Highlights

- Certified Executive Chef
- Certification in Nutrition
- Certified in Human Resource Management and Supervision
- American Culinary Federation Member
- Certification in Professional cooking theories
- Graduate of the Culinary Academy of South Dakota

### Experience

Company Name City , State Account Director 06/2013 to Current

- Responsible for entire food service operation and maintaining good Client relations for the company.
- Duties include as Account Director, Meeting and exceeding budgetary requirements for the company while meeting clients' needs out lined in contracted agreement.
- Maintaining sanitation to State Regulations.
- Responsible for all Employee HR management at a unit level.
- Assist in Company district with Training other management team members in budgetary compliance and proper ordering procedures to ensure maximum profit margins are reached.
- Assist and support area with catering functions as needed.

Company Name City , State Executive Chef 09/2012 to 05/2013

- Responsible for all culinary operations under the Food and Beverage Director in a high end retirement community.
- Primarily responsible for all production, including off site catering including venues up to several hundreds of guests.
- Supervised a team of 32, and ensure all employees maintained sanitation guidelines to ensure efficient, safe, and sanitary food production, preparation, and presentation.
- Duties also include menu development, inventory control, purchasing, and cost control projects, training, sanitation, and personnel management to include hiring, counseling, coaching and developing.

Company Name City , State Executive Sous Chef 05/2010 to 09/2012

- Assisted with all culinary operations under the Executive Chef at the largest hospital in the Memphis area.
- Primarily responsible for all production for CafÃ© and Patient Service.also a high volume Doctors lounge.
- Supervise a team of 20, and ensure all employees adhere to all HACCP and Joint Commission sanitation guidelines to ensure efficient, safe, and sanitary food production, preparation, and presentation.
- Duties also include assisting with menu development, inventory, ordering and purchasing, food cost control projects, training, sanitation, and personnel management to include hiring, counseling, coaching and developing.

Company Name City , State Sous Chef 09/2007 to 05/2010

- Assisted with all hospital catering and menu development and implementation.
- Assisted in training all cooks while insuring all employees adhere to all HACCP and Joint Commission sanitation guidelines to ensure efficient, safe, and sanitary food production, preparation and presentation.
- Duties also include assisting with menu development, inventory, ordering and purchasing, food cost controls, training, and sanitation.

Company Name City , State Line Chef 01/2006

- Preparation of all menu items in a fine dining restaurant and convention center located near the Cascade Mountains.
- Assisted in the fabrication and creation of all lunch and dinner entrees as well as assisting the chef for all catered functions in the banquet hall.
- Responsible for the creation of all homemade soups as well as executed weekly menu changes.
- Participated in weekly learning sessions with executive chef to expand knowledge of local farm to table cuisine, including wine pairing.

Company Name City , State Line Chef 01/2005

- Opened and setup kitchen for daily operation.
- Preparation of all menu items including creation of various soups and lunchtime specials.
- Prepped all necessary items for dinner and late night menus.
- Trained all new employees on each station for proper service performance.
- Executed all menu items for lunch and dinner as well as maintained overall sanitation of service line.

Company Name City , State Line Chef 01/2004

- Assisted in grand opening.
- Demonstrated all cooking methods in a Fine dining Model.
- Fluent in sanitation and kitchen safety.

- Complete set up and breakdown of entire kitchen.
- Prepped all foods needed for following service.

Company Name City , State Sous Chef 01/2003

- Hired from intern to Line Chef to Sous Chef in three months.
- Became primary leader of all culinary operation in absence of Executive Chef.
- Responsible for instructing culinary staff in daily operations, including station assignment, and facilitation of pre shift meetings.
- Direct liaison between kitchen operation, management team, and front of house members.
- Maintain inventory for daily production of food.
- Oversee operation, insuring quality control, proper sanitation and HACCP guidelines.
- Extensive knowledge of all recipes and SOP's.
- Assist in creative development of weekly specials and meals for guest with special dietary needs.

Company Name City , State Line Chef 01/2002

- Worked as line chef while in culinary school.
- Responsible for evening preparation of entrees and restocking of the service line for the following dinner service.

Company Name City , State Line Chef 07/2002

- Assisted new ownership in implementing and upscale dinning program as well as build a foundation for catering events.
- Preparation of all menu items including creation of various soups and lunchtime specials.
- Prepped all necessary items for dinner and late night menus.
- Trained all new employees on each station for proper service performance.
- Executed all menu items for both lunch and dinner as well as maintain overall sanitation of service line.

Company Name City , State Line Chef, Prep Chef 01/2000 to 01/2002

- Assisted with grand opening of the restaurant.
- Promoted to assistant kitchen manager within four months.
- Knowledge of all kitchen stations and their functionality.
- Demonstrated all cooking methods.
- Fluent in sanitation and kitchen safety.
- Complete set up and breakdown of entire kitchen.
- Prepped all foods needed for following services.

#### Skills

coaching, cooking, cost control, counseling, clients, Client relations, creative development, hiring, HR, Human Resources Management, instructing, inventory, inventory control, Director, meetings, personnel management, profit, purchasing, quality control, safety, SOP, Supervision

#### Education

Diploma : Culinary Arts 1 2003 Culinary Academy of South Dakota , City , State Culinary Arts