

**Seek the Challenging Position of Executive Chef**

A highly talented Chef with huge experience in overseeing food and pastry production for all food outlets and banquet functions; developing menus, food purchase specifications, and recipes; directly supervising all production and pastry staff while maintaining highest professional food quality and sanitation standards.

**Summary of Qualifications**

More than eight years experience.

Great ability to supervise and train employees, to include organizing, prioritizing, and scheduling work assignments.

Exceptional ability to plan a variety of menus.

Uncommon knowledge of supplies, equipment, and services ordering and inventory control.

Remarkable ability to read, understand, follow, and enforce safety procedures.

Excellent organizing and coordinating skills.

Strong knowledge of planning and scheduling techniques.

Remarkable skills in cooking and preparing a variety of foods.

In-depth ability to develop and test recipes and techniques for food preparation/presentation.

Immense knowledge of catering set-up procedures.

Uncommon ability to coordinate quality assurance programs in area of specialty.

Great ability to plan work schedules and assign duties; ability to provide or arrange for training.

**Professional Experience**

Collins Hotels Inc., Tarrytown, NY 2003 - Present

Executive Chef

Hire, train, and supervise the work of food and pastry production staff.

Plan menus for all food service locations considering customer base, popularity of various dishes, holidays, costs, and a wide variety of other factors.

Schedule and coordinate the work of chefs, cooks, and other kitchen employees to ensure that food preparation is economical and technically correct.

Conduct regular physical inventories of food supplies, and assess projected needs; order all food and supplies for catering and cash operations.

Ensure that high standards of sanitation and cleanliness are maintained throughout the kitchen areas at all times.

Establish controls to minimize food and supply waste and theft.

Safeguard all food preparation employees by implementing training to increase their knowledge about safety, sanitation, and accident prevention principles.

Develop and test recipes and techniques for food preparation and presentation which help to ensure consistent high quality and to minimize food costs; exercise portion control over all items served and assist in establishing menu selling prices.

Prepare necessary data for the budget in area of responsibility; projects annual food and labor costs and monitor actual financial results; take corrective action where necessary to help ensure that financial goals are met.

Consult with catering staff about food production aspects of special events being planned.

Cook and directly supervise the cooking of items that require skillful preparation.

Evaluate food products to ensure that quality standards are consistently attained.

Perform miscellaneous job-related duties as assigned

Collins Hotels Inc., Tarrytown, NY 1997 - 2003

**Education and Professional Training:**

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