

CATERING ASSISTANT CV

A catering assistant CV should never be taken for granted. As simple as the position may sound, your CV should in no way look mundane or plain. A catering assistant must have a solid background in food services, food preparation and sanitation and a working knowledge in food and kitchen equipments. Strong grasp of communication and interpersonal skills are also essential as you will be the frontline to customers. The ability to understand what your client wants, when he wants it and how he wants it done is also a strong requirement as this is one way of building a loyal pool of clients. Below is a sample of a catering assistant CV for your reference.

Lewis Leonard

794-5493 Felis Av., Paignton, Devon, W7I 3NW

Tel:- 01236 007246

Date of Birth:- 5/12/93

[email]

Nationality:- British

CAREER OBJECTIVE:

Working for more than five years as a catering assistant, I have developed a strong and solid foundation of all the facets of food catering services. My objective is to expand the company's list of clientele and make it the most sought after catering service in the city. I can achieve this by establishing great rapport with the clients by providing them information on what the company can offer in a unique and appealing manner, presenting them the line of items the company has and offering them services beyond what a catering service commonly does.

SKILLS:

- Strong familiarity with the use of food and kitchen equipments
- Strong grasp of the principles and procedures of a catering service
- Great food and venue presentation skills
- Ability to adapt to unexpected changes in orders, venue, etc
- Ability to multitask without compromising the results

WORK EXPERIENCE:

Catering Assistant Marie Curie Cancer Care – Greater London 2011 – Current

- Completed high volume transactions on bulk orders and deliveries.
- Assisted the crew in preparing buffet and plate parties.
- Observed Health and Safety policies in food preparation.
- Utilized food and kitchen equipments properly to avoid wastages.
- Complied with safety, hygiene and health procedures in preparing food.

Catering Assistant Rentokil Initial – Stevenage 2009 – 2011

- Prepared nutritious food according to the Master Chef's instructions.
- Ensured that beverages such as tea, juice, coffee and chocolate are properly labeled and are always replenished.
- Served meals to the customers on the dining area and made sure that all orders are properly and completely served with proper food utensils and condiments.
- Arranged food deliveries and checked that each tray is properly sealed to avoid spillages.
- Inspected the venue personally to determine the arrangement of tables, chairs, and party tents.

EDUCATIONAL BACKGROUND:

GCSE in Art, English, Geography, French, Maths, Computing Studies and Science
St Ursula's Convent School – Greenwich
2004 to 2009

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