
Cook Housekeeper Resume

Job Objective

To obtain the position of Cook Housekeeper where I can utilize my cleaning skills and experience to the maximum benefit of the organization.

Highlights of Qualifications:

- Sound knowledge of health and safety guidelines
 - Profound knowledge of food stock control procedures
 - Exceptional ability to handle all emergency for crisis situation
 - Remarkable ability to maintain confidentiality of all information
 - Ability to analyze various special dietary requirements
 - Ability to manage food preparation equipment to cook
 - Ability to purchase and to monitor stock control
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Professional Experience:

Cook Housekeeper
Maryhaven Center of Hope, Saint Louis, MO
August 2007 – Present

Responsibilities:

- Ensured neat and clean counters to cook food with various disinfectants.
- Maintained storage room and stores cleaning products.
- Managed neat and clean staff room through proper hygiene processes.
- Ordered food and supplies to cook appropriate cuisine.
- Prepared food to ensure enhancement of nutritional value.
- Monitored inventory of kitchen equipments and supplies.
- Prepared checklist for all kitchen requirements and ensure compliance to it.
- Assisted staff and volunteers in kitchen processes.

Cook Housekeeper
RWP Solutions, Saint Louis, MO
May 2004 – July 2007

Responsibilities:

- Maintained appropriate stock levels for various supplies.
 - Administered deliveries of food to ensure efficient condition.
 - Ensured compliance to all regulations for food products ordered.
 - Monitored cooking and allocated staff time and equipments for preparation.
 - Maintained records of cleaning activities performed in kitchen.
 - Prepared records as per children home regulations and hygiene policies.
 - Administered facility and report any damage to supervisor.
 - Inspected household to analyze safety regulations and any health violation.
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Education:

Associate Degree in Culinary Arts
Finger Lakes Community College, Canandaigua, NY

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