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## Dining Services Coordinator Resume

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### Job Objective

Seeking a motivating and challenging position as a Dining Services Coordinator in a reputation organization.

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### Highlights of Qualifications:

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- Wide experience in food preparation activities
  - Profound knowledge of dining service environment
  - Panoptic knowledge of therapeutic diets and cooking techniques
  - Thorough understanding of nutrition and kitchen devices
  - Immense ability to work with dining service personnel
  - Sound ability to implement dining operations in community
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### Professional Experience:

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Dining Services Coordinator  
Sunrise Senior Living, Hutchinson, KS  
August 2012 – Present

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### Responsibilities:

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- Maintained food inventory and trained dining service team.
- Assisted in food handling according to safety standards.
- Participated in setting up and cleaning of dining tables.
- Managed resident confidentiality and participated in service trainings.
- Implemented dining services as per established budget.
- Evaluated food quality and monitored food costs.

Dining Services Coordinator  
Saber Healthcare, Hutchinson, KS  
May 2009 – July 2012

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### Responsibilities:

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- Assisted in preparation and cooking of all meals.
  - Prepared and maintained cleaning schedule and budgets.
  - Managed production worksheets and executed staff schedules.
  - Utilized kitchen devices in adherence to instructions.
  - Provided customer services for residents and families.
  - Supported dining service tasks for all guests.
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### Education:

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Bachelor's Degree in Human Services  
Southern Utah University, Cedar City, UT

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