
Dining Services Coordinator Resume

Job Objective

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

Highlights of Qualifications:

- 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:

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

Responsibilities:

- 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

Responsibilities:

- 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:

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

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