
FOOD SERVICE MANAGER RESUME

Job Objective:

To secure a position as Food Service Manager and to be considered a valued member of your team.

Highlights of Qualifications:

- Experience in food preparation and administering food service programs
 - Huge knowledge of food service practices and procedures
 - Deep knowledge of school administrative systems
 - Outstanding experience to provide optimal customer services
 - Ability to prepare food items and per records
 - Ability to resolve all issues efficiently
 - Ability to deliver orders to location
 - Proficient in Microsoft Office applications
 - Familiarity in performing basic math
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Professional Experience:

Food Service Manager
The GEO Group, Reeder, ND
October 2008 – Present

- Ensured compliance to all local, state and Federal regulations.
- Prepared financial reports and facilitated purchase as per policies.
- Analyzed daily menu and prepared food accordingly.
- Managed all cash receipt reports and signed invoices.
- Developed strategies to achieve all objectives.
- Coordinated with team and designed continuous improvement activities.
- Monitored inventory and recommended ways to reduce waste.
- Maintained neat and clean work area at all times.

Food Service Attendant
Oklahoma Heart Hospital, Reeder, ND
August 2003 – September 2008

- Assisted to transport food cart from location.
- Ensured absence of any food borne diseases to customers.
- Maintained all safety control policies in preparation.
- Monitored and ensured cleanliness of all institutional equipments.
- Administered cleaning and emptying of cash containers.
- Performed regular sanitization of all dishes and equipments.

Food Service Worker
Mercy Regional Medical Center, Reeder, ND
May 1998 – July 2003

- Determined and assembled patient meals appropriately.
 - Evaluated tray prior to service and ensured accuracy.
 - Monitored patient menu and prepared required diet.
 - Maintained efficient sanitization of all dishes.
 - Ensured compliance to all sanitary regulations for food handling.
 - Managed inventory of all supplies and placed purchase orders.
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Education:

Bachelor's Degree in Food Service Management
Transylvania University, Lexington, KY

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