



# CHELSEY TANAKA

McDonald's Crew Member | LOS ANGELES, CA 90291, UNITED STATES | (541) 754-3010

## ◦ DETAILS ◦

1515 Pacific Ave, Los Angeles, CA  
90291, United States  
(541) 754-3010  
[email@email.com](mailto:email@email.com)

PLACE OF BIRTH  
San Antonio

NATIONALITY  
American

DRIVING LICENSE  
Full

## ◦ LINKS ◦

[Facebook](#)

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## ◦ SKILLS ◦

Food Assembly

Knife Skills

Order Management

Safety Regulations

Food Hygiene

Ingredient Knowledge

Grilling, Frying, Broiling

Cutting, Slicing, Dicing

Plating

Hot Lines

Cold Lines

Quality Control

Speed Prepping

Station Set-Up

Order Taking

Volume Conversions

Food Components

Menus

Sauces and Marinade Preparation

## PROFILE

*Results-driven and dedicated Kitchen Crew Member with over a decade of experience in occupying various stations such as burger, assembly and prepping in 24/7 fast food outlets. Remarkable work speed coupled with an organized mind to prioritize tasks by the urgency of workflow outcomes to deliver food items and meals of the highest quality in terms of hygiene, appearance, and taste. Committed to working cohesively with fellow crew members proved by attaining Best Crew Member award numerous times during the last few years. ServSafe Certified with a Diploma in Culinary Arts.*

## EMPLOYMENT HISTORY

### ◦ McDonalds Kitchen Crew Member at McDonald's Restaurant, Charleston

January 2019 — Present

*Received Perfect Attendance Awards in 2016, 2017 and 2018*

- Wash, cut, trim and slice all vegetables required for salad orders such as tomatoes, gherkins, lettuce, peppers, tomatoes, and onions
- Monitor and track the order schedule for side items such as fries, chicken strips, yogurt and slushies
- Follow strict FIFO rules in the hamburger preparation areas as per standards on the conveyor broiler and transferred finished burgers to the expediting station
- Offload ingredient pallets from delivery trucks and place them in the correct storage areas, workstations, and walk-in coolers
- Cook fries in bulk bathes for packing and serving
- Maintain and sanitize equipment such as ovens. Grills and ice cream machines as per the safety and health procedure manual
- Disinfect workstations and kitchen counters as well as floor areas at the end of each shift

### ◦ McDonalds Counter Crew Member at McDonald's Drive Thru, Buffalo

January 2016 — December 2018

*Increase the turnover of side items like milkshakes and fries by 34% by using upselling techniques at the Drive-Thru station.*

- Greet and receive customers politely and professionally
- Explain the various specials and promotional discounts to patrons entering the store
- Take orders and capture them on the POS system
- Prepare and serve cold drinks, hot beverages, ice creams, and milkshakes
- Process credit card transactions, receive cash and provide cored change amounts and refunds where needed
- Show diners to their tables or the waiting area if the store gets too busy for the waiters to handle the customer inflow
- Place correct orders in bags and pass them onto waiting customers
- Embark on light cleaning activities should the counter areas, floor areas or front of house require wiping mopping or sweeping
- Running the drive-thru section during weekends

### ◦ Cleaning Crew Member at Giovanni's Pizza & Pasta, Los Angeles

January 2015 — December 2015

Burger Station

POS Systems

Cleaning Components

Food Storage

#### ◦ LANGUAGES ◦

English

Spanish

#### ◦ HOBBIES ◦

Skiing, Hiking, Painting

*Recipient of the Best Maintenance Crew Member after only six months on the job .*

- Clean, sanitize and disinfect various sections of the restaurant including kitchen, front of house, dining, cashiering, drinks and utensils stations as well as tables and chairs
- Check cleaning equipment to ensure they are in proper working order and monitor supply levels of chemicals and other cleaning materials in the stock room.
- Clean and refill condiment holders like mustard, ketchup, and hot sauce
- Assist at the dishwashing station using power cleaners and pressure steaming equipment
- Responsible for the daily cleaning of all industrial machinery and manual equipment such as the dishwasher, broiler, fryers, ovens, grillers, ice cream makers, milkshake, coffee brewer and sauce dispensers
- Clean the different restaurant sections namely of front-of-the-house, cashier counter, dining, drinks and utensils stations plus all the tables, chairs, and counter utensils after closing times

#### 🎓 EDUCATION

◦ Bachelor of Hotel Management & Administration, Texas State University

May 2017 — August 2019

◦ Certificate in Advanced Culinary Techniques, Tampa Chefs Academy, Tampa

January 2016 — June 2016

#### 📖 COURSES

◦ Shift Management Training, McDonald's Regional Academy

January 2016 — August 2016

◦ Systems Management Training, McDonald's Training Centre

January 2014 — June 2014

◦ Introduction to Management Summit, McDonald's Training Centre

August 2013 — August 2013