

# Katherine O'Neill, Assistant Chef

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Place of birth	San Antonio	Driving license	Full
Nationality	American		

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PROFILE *Experienced Assistant Chef with many years of experience in creating culinary masterpieces a high-paced setting. Superb knowledge of numerous culinary techniques, applications, food products and kitchen equipment. Exceptionally skilled in managing all of the daily operations of the kitchen and ensuring the prompt and quality execution of all menu. Currently in pursuit of the Chef Cordon Bleu qualification.*

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## EMPLOYMENT HISTORY

Jan 2018 — Sep 2020 **Assistant Chef, Mazaars Indian Emporium** Jackson

*Executed menu items including complicated sauces, hors d'oeuvres and fine pastries for more than 280 special events and banquets in the last year*

- Responsible for administration such as scheduling shifts, payroll, procurement and accounting.
- Responsible for all HR functions including recruiting, hiring, performance management and grievance procedures
- Assist the Executive Chef in managing kitchen operations, workflow and restaurant activities
- Monitor training and development of new kitchen staff
- Create new recipes for sauces, meat and poultry dishes
- Oversee the execution of dishes and inspect all items before they get served

Jan 2015 — Dec 2017 **Assistant Chef, McMillans Boutique Eatery** Miami

*Trained over 50 servers and coached more than 100 kitchen staff on restaurant procedures, guest service menu familiarity and culinary techniques*

- Extensive involvement in digitizing of restaurant operations
- Responsible for overseeing sanitation and disinfection of kitchen and restaurant area
- Negotiate with local suppliers for better deals on food stuff's such as fruit, vegetables, meat and eggs
- Assist the Executive Chef by monitoring food and labor costs, diminish wastage and maintaining a green restaurant operation in terms of rep
- Assist Kitchen Staff with correct weighing and measuring of ingredients and executing the proper culinary techniques
- Use a rotation system from new kitchen staff so that everyone can get exposure to the different stations in a kitchen setting
- Implement and maintain policies and procedures regarding health, sanitation, safety and customer service protocols
- Also, assist with front of house management ensuring that serving workflow and clearing and cleaning of tables are conducted in the most unobtrusive manner
- Do daily reporting of stock levels to the restaurant owner and inspect delivery schedules for produce every week to ensure just in time availability
- Responsible for collaboration with Head Office to ensure menu items are reflective of the season and also various holidays or events happening in the region
- Coordinate kitchen operations for large buffet events where multiple courses are served
- Conduct a monthly pricing update to make sure that menu items remain profitable should supplier prices increase

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## EDUCATION

Sep 2020 — Sep 2020 **ServSafe Certified, American Food and Beverage Association** Online

Jan 2020 — Mar 2020 **First Aid/CPR Diploma, Red Cross Academy** Online

Jan 2015 — Apr 2017 **Bachelor's Degree in Culinary Arts, Ohio Northern University** Springfield

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SKILLS	Food Safety & Sanitation	Expert	Cordon Bleu Sampling & Tasting	Expert
	Food Service Management	Expert		
	Inventory Rotation	Expert	Menu Design	Expert
	Ingredient Metrics & Weighting Techniques	Expert	International Cooking Trends Recipe Creation and Execution	Expert Expert

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## COURSES

Sep 2020 — Sep 2020	Certificate Course in Adventure Cooking, American Culinary Federation
Jan 2019 — Sep 2020	Certified Chef de Cuisine, Accredited by NCCA, Online
Jan 2017 — Aug 2017	Certified Personal Chef, United States Personal Chef Association, Online

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LANGUAGES	French	Native speaker	English	Highly proficient
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HOBBIES	Singing, Trail Running, Arts & Crafts
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