

# **HIRE**JWU

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## COLLEGE OF FOOD & INNOVATION TECHNOLOGY

### MAJORS:

Baking & Pastry Arts (B.S.)  
Baking & Pastry Arts and Food & Beverage Industry Management (B.S.)  
Culinary Arts (B.S.)  
Culinary Arts, Minor: Culinary Sustainability (B.S.)  
Culinary Arts and Food & Beverage Industry Management (B.S.)  
Culinary Arts and Food Service Management (B.S.)  
Culinary Nutrition (B.S.)  
    a. Culinary Nutrition: Athletic Performance  
    b. Culinary Nutrition: Community Nutrition  
    c. Culinary Nutrition: Wellness / Healthcare  
Culinary Science (B.S.)  
Culinary Science, Product Research & Development (B.S.)  
Food & Beverage Entrepreneurship (B.S.)  
Food & Beverage Industry Management (B.S.)  
Sustainable Food Systems (B.S.)

# HIREJWU

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## COLLEGE OF FOOD & INNOVATION TECHNOLOGY

### Resume Examples

Brought to by: **Experiential Education & Career Services**

The following samples are examples of real JWU student resumes that will familiarize you with the many different resume formats and styles.

Our goal is to get you started and provide ideas on how to strengthen your resume. We are providing samples here. It is important that you make **your resume your own**. The key to getting an interview is to target your resume when applying for a job or internship. You must get the employer's attention within **6 – 7** seconds by outlining what YOU can DO for THEM.

Review the section on Applicant Tracking System (ATS) found in the Undergraduate Resume Guidebook at: [link.jwu.edu>jobs & internships>build your resume](http://link.jwu.edu>jobs & internships>build your resume), to ensure your resume follows ATS rules for posting your resume to online job sites.

No matter what your major, be sure to scan through all of the resume examples, as you are sure to find ideas in each of them to use in your own, unique resume.

**Note:** These resumes are samples. If your major is not represented in the samples, please work with an EE&CS Advisor to assist you.

### RESUME TIPS:

#### Most Common Resume mistakes:

1. **Misspelling JWU:**
  - Johnson and Whales University = Johnson & Wales University
2. **Incorrectly stating your degree:**
  - a. Bachelors in = Bachelor of Science;
  - b. Associates of = Associate in Science;
3. **Using “ I “ in your job bullet statements: Start with action verb and be sure your action verb agrees with job status – present tense for current job, past tense for past job**
  - a. I created report = Created report for...
  - b. I schedule events = Schedule events to...
4. **Listing jobs in the incorrect order:**
  - a. Most recent Jobs are listed first
5. **Resume must fit on one page**
6. **Font sizes:**
  - a. **Your Name: font size: 18 – 26**
  - b. **Resume content: font size: 11 – 12**



## YOUR NAME

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Phone: 555.555.5555 • Email: youremailaddress@xxx.com • [www.linkedin.com/in/fnameiname](http://www.linkedin.com/in/fnameiname)

### HIGHLIGHTS OF QUALIFICATIONS

- Certificates of Achievement in rolled fondant, pulled and blown sugar pieces, gum paste flowers and caketoppers, and chocolate candies and truffles from House of Chaucer, Louisville, KY
- Five years of pastry work experience including recipe development, intricate decorating and inventory maintenance
- Proven time management skills; able to adjust quickly to better serve immediate needs of employer, fellow employees and customers

### WORK EXPERIENCE

#### Modern Bakery

Bakeshop Associate

Providence, RI

mm/yyyy – Present

- Prepare up to 300+ individual mousse desserts per shift weekly to complete customer orders
- Build approximately 100+ mousse cakes per shift on a weekly basis to fulfill inventory demands
- Hand-mold 300+ chocolates per shift to supply packaging department with necessary products for shipping

#### Mary Poppins Cakes

Cake Decorator

Orleans, MA

mm/yyyy – mm/yyyy

- Completed 20-25 special order cakes per 8-hour shift by creating unique border and flower arrangements while adhering to customer requests
- Designed up to 10 display case cakes on Fridays and Saturdays to enhance bakery appeal and to give customers increased variety
- Generated customer photos, company logos, and other characters on fondant photo sheets using computer software for special order cakes

#### Upper Crust Bakery

Barista (Seasonal)

Fredonia, CA

mm/yyyy – mm/yyyy

- Interacted with 50-100 customers on a daily basis cultivating customer relationships
- Assembled homemade sandwiches, soups, and bakery items
- Ensured a full stock of all items available at all times

### EDUCATION

#### Johnson & Wales University

Bachelor of Science, Baking & Pastry Arts (GPA: 3.5/4.0)

Providence, RI

Degree, mm/yyyy

#### State University of California at Fredonia

Bachelor of Science, Business Administration/Management

Fredonia, CA

Degree, mm/yyyy

### HONORS, ASSOCIATIONS & CERTIFICATIONS

- JWU Dean's List; Summa cum laude
- American Culinary Federation Member
- JWU Baking & Pastry Club Member
- ServSafe Food Safety and Sanitation Certified

mm/yyyy – Present

mm/yyyy – Present

mm/yyyy – Present

mm/yyyy

## Your Name

City, ST | 555-555-5555 | studentemail@wildcats.jwu.edu | linkedin.com/in/fnameName

### Career Qualifications

- Pastry Design
- 10 years baking experience
- ServSafe Certification, 04/2021
- 6 years customer service experience

### Education

#### Johnson & Wales University

Bachelor of Science, Baking & Pastry Arts and Food & Beverage Industry Management  
GPA: 3.5

Providence, RI  
Candidate, mm/yyyy

### Work History

#### Walt Disney World Riviera Resort Bakery, Bay Lake, FL

mm/yyyy – mm/yyyy

- Created French and Italian inspired breakfast pastries for a 300-occupancy resort
- Worked with experienced pastry chefs to learn best techniques for food prep and mass production
- Prioritized tasks while preparing short term orders for maximum efficiency
- Conducted daily sanitation walkthroughs and maintained HACCP sanitation standards by responding accordingly to troubled areas

#### Walt Disney World Boardwalk Resort Bakery, Baker Intern, Bay Lake, FL

mm/yyyy – mm/yyyy

- Efficiently produced desserts to three different restaurants within the resort
- Experienced in mass production of desserts requiring consistent design skills to meet quota demands
- Excelled in quality of products meeting Disney's 5 Keys of Excellence standards
- Confident in the production of traditional Italian desserts, several multi-faceted cupcakes, and gourmet breads and pastries

#### Wegmans, Baker, Allentown PA

mm/yyyy – mm/yyyy

- Created and implemented innovative designs for cakes, cookies, and cupcakes
- Baked cookies, breads, and breakfast pastry items for display and custom orders
- Chocolate work for specialty items such as chocolate dipped strawberries, cookies, and custom orders
- Assist 30 customers per shift by taking catering orders and problem-solving customer concerns

#### Johnson & Wales University Culinary Storeroom, Providence, RI

mm/yyyy – mm/yyyy

- Assisted the Chef staff in managing paperwork and ensuring the labs were fully supplied
- Provided excellent customer service through the Culinary Center's main phone line, assisting community members and outside partners with their needs

#### Wegmans, Cashier, Allentown PA

mm/yyyy – mm/yyyy

- Accurately assisted 100 customers per shift at grocery checkout
- Earned many customer care cards from management due to exceptional customer service
- Received recognition from management for efficiency skills, averaging 25 items per minute for a quick and convenient customer checkout

### Certifications & Affiliations

- Girl Scout Ambassador, GSEP Allentown, PA mm/yyyy – mm/yyyy
- St Joseph the Worker, Middle School Bake-off Winner mm/yyyy, yyyy, yyyy, yyyy

## Your Name

Middletown, RI • 555.555.5555 • youremailaddress@xxx.com • www.linkedin.com/in/fname

### PROFESSIONAL PROFILE

US Navy Veteran with proven transferable skills in leadership, management, training, and high operational tempo. An energetic self-starter and enthusiastic team player with a wide array of technical skills.

### WORK EXPERIENCE

Diego's Barrio Cantina

Middletown, RI

#### **Lead Line Cook**

mm/yyyy – Present

- Meticulously prepare and oversee the production of all food items in 75 seat casual Mexican restaurant with lunch and dinner services
- Train, manage, and guide 7 other line cooks, improving overall performance, service quality, and productivity by 30%
- Compose daily food prep lists and assignments, maintain essential periodic automatic replacement (PAR) levels, maximize product utilization, minimize food waste, and maintain target food cost goals
- Develop unique dishes for daily, weekly, and Restaurant Week specials, focusing on fresh, local, and seasonal ingredients

Binge BBQ

Newport, RI

#### **Line Cook**

mm/yyyy – mm/yyyy

- Prepared, and cooked to order, hot food items for a fast-casual BBQ restaurant, specializing in late night service with high customer traffic, independently
- Fabricated, seasoned, and barbecued pork, beef, chicken, and other types of meat. Ensuring proper time and temperature of food products and smoking equipment
- Maintained food safety and kitchen standards and complied with HACCP regulations

**Hospital Corpsman, United States Navy**

mm/yyyy – mm/yyyy

### EDUCATION

**Johnson & Wales University**

Providence, RI

Bachelor of Science, Culinary Arts, *Minor: Culinary Sustainability*

Candidate, mm/yyyy

**GPA: 3.89/4.0**, Dean's List

**Coastline Community College**

Fountain Valley, CA

Associate in Arts, Emergency Management/Criminal Justice

Degree, mm/yyyy

Associate in Arts, Health Science Technology

Degree, mm/yyyy

### CERTIFICATIONS

- **Certified United States Navy Instructor**, NEC: 9502 mm/yyyy
- **Certified Food Safety Manager**, National Registry of Food Safety Professionals mm/yyyy
- **Certified Dining Room Associate**, FDRP mm/yyyy
- **ServSafe Alcohol Certified** mm/yyyy

## YOUR NAME

555.555.5555 • youremailaddress@xxx.com • www.linkedin.com/in/fnameiname

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### SKILLS:

Conversant in Spanish – Meat Cutting – Sous Vide – Charcuterie – High Volume Production – Time Management – Cost Control & Inventory Management – Menu Planning

### EDUCATION:

**Johnson & Wales University**  
Bachelor of Science, **Culinary Arts**  
GPA: 3.8/4.0

**Charlotte, NC**  
Candidate, mm/yyyy

### WORK EXPERIENCE:

Charlotte Country Club

Charlotte, NC  
mm/yyyy - Present

#### Lead Line Cook

- Consistently prepare 100+ entrees to guests' satisfaction per shift
- Interact with 50+ customers daily through dining room presentations and private parties
- Demonstrate proper ServSafe techniques and adhered to strict health code practices

Torreón Golf Club

Showers, AZ  
mm/yyyy – mm/yyyy

#### Garde Manger (Seasonal)

- Prepared over 50 made-to-order salads daily, utilized proficient knife skills
- Fully prepped and stocked soup and salad bar according to FIFO standards
- Created a new salad combination that remains on the menu; top selling salad since 2018

Wendy's Corporation

Scottsdale, AZ  
mm/yyyy – mm/yyyy

#### Line Cook/Cashier

- Prepared hot food items for over 500 customers daily
- Assisted in taking accurate customer orders and delivering items efficiently and ensuring customer satisfaction; proven by our high customer satisfaction survey scores
- Accountable for closing store and organizing for next business day

### ADDITIONAL ACHIEVEMENTS AND CERTIFICATIONS:

- Johnson & Wales University Dean's List Award recipient mm/yyyy - Present
- Torreón Associate of the Month mm/yyyy
- State Cooking Champion, Culinary Arts Arizona mm/yyyy
- Pro-Start Arizona State Cooking Champion mm/yyyy
- ServSafe Food Safety mm/yyyy
- ServSafe Alcohol mm/yyyy

## Your Name

(555)555-5555 • youremailaddress@xxx.com • [www.linkedin.com/in/fnameiname](http://www.linkedin.com/in/fnameiname)

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### SUMMARY OF SKILLS

- Bilingual: Fluent English & Spanish
- Certifications: ServSafe, Food Safety Managers Certification mm/yyyy
- Quick learner with exceptional organizational skills
- Energetic in the kitchen, with the skill to think quickly
- Specialize in European, Latin & African International Cuisine

### RELEVANT EXPERIENCE

#### Hearts Home

**Miami, FL**

#### *Kitchen Manager*

mm/yyyy – Present

- Assist the Food Service Director in preparing meals for residents, executing prep lists and following recipes
- Create healthy choice menu items
- Design and manage on-site Vegetable Hydroponic garden
- Communicate with residents; explain menu items on hot line
- Support volunteers with closing kitchen facility, sanitizing all work stations and properly storing food items and products

#### Miami Vocation Technical School

**Miami, FL**

#### *Line Cook*

mm/yyyy – mm/yyyy

- Created and prepared lunch and special event items for students, faculty and guests of the high school
- Acted as head chef for 2 week rotation; created prep lists, ordered items, supervised up to 25 peers, ensured proper menu execution
- Learned to properly take and record inventory following FIFO inventory method

### EDUCATION

#### Johnson & Wales University

**Miami, FL**

Bachelor of Science, Culinary Arts/Food & Beverage Management

Degree, mm/yyyy

*Concentration: Wellness & Sustainability*

Associate in Science, Culinary Arts

Degree, mm/yyyy

### HONORS, CLUBS & VOLUNTEER EXPERIENCE

Skills USA – Second Place Team Challenge

yyyy

J&W Culinary Arts Club: Head of Communications

mm/yyyy – mm/yyyy

Johnson & Wales University Parents Weekend, Volunteer

yyyy

# Culinary Arts and Food & Beverage Management (B.S.)

## Your Name

(555)555-5555 ▪ youremailaddress@xxx.com ▪ [www.linkedin.com/in/fnameName](http://www.linkedin.com/in/fnameName)

### PROFESSIONAL EXPERIENCE:

#### Governor's Country Club

North Miami, FL

#### Assistant Food & Beverage Manager

mm/yyyy – Present

- Manage all clubhouse Food & Beverage operations for 300 member private club
- Create and implement accounting and cost control operations
- Train staff of 50 on service, kitchen procedures and State of NY sanitation standards
- Assist Executive Board and House Committee on streamlining all in-house procedures involving food purchasing, event scheduling, hiring and training procedures

#### Longfellow's Inn

Baltimore, MD

#### Sous Chef

mm/yyyy – mm/yyyy

- Hired, trained and supervised 14 full-time staff members on company procedures
- Updated operational policies for historic inn with sales in excess of five million dollars
- Increased food sales by 10% while reducing overall operational expenses
- Developed HACCP plan for Food & Beverage outlets ensuring that state and federal food handling procedures were met
- Created financial budgets for all food outlets while responsible for profits and losses (P&L)

#### The Balsam Grand Resort

Lincoln, NH

#### Lead Chef/Garde Manger

mm/yyyy – mm/yyyy

- Designed menus and recipes for cold food items including ice carvings and displays at Four Diamond Resort specializing in classical French cuisine
- Maintained below budget expenses through accurate plating, purchasing and cost effective operating procedures
- Trained service staff of 10 to provide guests with exceptional dining experience through proficient service and suggestive selling techniques

#### Cranston Country Club

Cranston, RI

#### Assistant Sous Chef Trainee

mm/yyyy – mm/yyyy

- Assisted the Executive Chef with all areas of food production for 150 seat dining facility
- Supervised team of seven servers for poolside restaurant serving American cuisine
- Oversaw all aspects of restaurant opening and closing procedures ensuring proper sanitation standards
- Provided innovative menu development by standardizing recipes and establishing portion control

### EDUCATION & CERTIFICATIONS:

Johnson & Wales University

Charlotte, NC

**Bachelor of Science, Culinary Arts and Food Service Management**

Degree, mm/yyyy

**ServSafe Food Safety Certified**

mm/yyyy



## Your Name

555.555.5555 • City, ST • youremailaddress@wildcats.jwu.edu • www.linkedin.com/in/fnameiname

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### EDUCATION

Johnson & Wales University Providence, RI  
Bachelor of Science; **Culinary Nutrition** Candidate, mm/yyyy

### EXPERIENCE

The Groden Network Providence, RI  
**Nutrition Educator** mm/yyyy – Current

- Develop a nutrition program for children with autism
- Create activities for the children to learn about healthy eating
- Provide healthy snack ideas with allergen free options

Y Noodle & Bar Providence, RI  
**Line Cook** mm/yyyy – Current

- Prepare authentic Japanese/Korean dishes in a fast-paced environment
- Work both opening and closing shifts and deep clean the kitchen as needed

Johnson & Wales University Providence, RI  
**Teacher Assistant: Storeroom, Protein Fabrication** mm/yyyy – mm/yyyy

- Portioned all protein for the culinary labs and University events
- Efficiently ordered, received, and completed related paperwork
- Resolved all issues with products as needed to ensure correct items were available

Johnson & Wales University Providence, RI  
**Teacher Assistant: Cuisinart Center for Culinary Excellence** mm/yyyy – Current

- Recruited by faculty to be a TA in the Cuisinart Center
- Record lab classroom product inventory to ensure success in the classroom by providing all of the equipment and ingredients needed by students and instructors
- Assist Chefs with events such as; kids summer camps, new student orientations and faculty meetings

Moe's Southwest Grill VT, MA, RI  
**Shift Supervisor and Crew Member** mm/yyyy – mm/yyyy

- Duties as a Shift Supervisor included; assigning employee tasks, managing register operations, logging and delivering daily bank deposits and handling any customer complaints utilizing exceptional customer service skills
- Recorded customer and catering orders. Assembling burritos and other southwestern entrees
- Efficiently opened and closed the restaurant in a timely manner

Boston Sports Club Greater Boston  
**Spin Instructor** mm/yyyy – mm/yyyy

- Designed spin routines for varied audiences and motivated riders throughout the class
- Helped with bike setup and new participant questions.
- Took over an unpopular class with near zero participants and grew it substantially

### HONORS and CERTIFICATIONS

- JWU Dean's List mm/yyyy – Current
- ServSafe Certification mm/yyyy

## Your Name

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### Education

Johnson & Wales University

Providence, RI

Bachelor of Science; **Culinary Nutrition**

Degree, mm/yyyy

**Completed Coursework:** Applied Culinary Nutrition, Athletic Performance Cuisine, Food Science, Therapeutic Cuisine and Life Span Nutrition

### Work Experience

#### Jacksonville Jaguars

**Jacksonville, FL**

Culinary Nutrition Internship

mm/yyyy – Present

This high-profile clientele demands the utmost professionalism and hospitality

- Prepare high-quality food and outstanding presentation for the NFL team, including players, coaches and medical/operational staff.
- Food is fuel for the athletes and is procured, prepared, and executed as such
- Ensure freshness and quality of all food items
- Follow and uphold all health codes and sanitation regulations
- Clearly explain how food is prepared and ingredients used
- Communicate effectively with team; speak with others using clear & professional language

#### Kitchfix

**Chicago, IL**

Nutrition Associate

mm/yyyy – mm/yyyy

**Kitchfix** is a prepared meals, catering, and consumer goods company that specializes in creating chef-crafted foods using organic, anti-inflammatory, and local ingredients

- Worked multiple roles in this start-up company, including; nutrition, marketing, and social media
- **Responsibilities included:** consulting on menu development, analyzing nutrition of products, creating customer education handouts, creating wellness events and nutrition talks, and providing nutrition consultation to customers

#### Integrative Therapies Wellness Center

**Chicago, IL**

Wellness Assistant

mm/yyyy – mm/yyyy

- Shadowed Dietitian during patient one-on-one consultations in the area of medically supervised weight loss and weight management treatments, nutritional needs, food allergies and intolerances, and general wellness

### Honors, Certifications and Associations

JWU Dean's List

mm/yyyy – Present

ServSafe Food Safety & Sanitation Management Certified

mm/yyyy

Collegiate & Professional Sports Dietitians Association: Student Member

yyyy – Present

## Your Name

Providence, RI • (555) 555-555 • youremailaddress@xxx.com • www.linkedin.com/in/fnameiname

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### Work Experience

#### Nutrition Education Manager

mm/yyyy – Present

#### RI Community Food Bank

Providence, RI

- Manage and facilitate classes for the Healthy Habits, Eating Well on a Budget Program, as well as manage procedure and policy review
- Develop programs and curriculum, recipes and other materials including videos and displays
- Build effective relationships with agencies, community contacts, donors, board members and other team members
- Manage the nutrition department budget and ensure grant and donor metrics are met
- Collaborate with the operations team to purchase and procure nutritious foods

#### Nutritionist

mm/yyyy – mm/yyyy

#### Umass Extension Nutrition Education Program

Boston, MA

- Planned and conducted nutrition education classes to youth (K-8th)
- Created and facilitated nutrition education programs and workshops in collaboration with community organizations, including farmers markets, in Boston and surrounding communities
- Collected data for required plans and reports on a monthly basis

#### Sommelier / Nutritionist

mm/yyyy – mm/yyyy

#### The Savory Grape

East Greenwich, RI

- Implemented, organized and facilitated Wine, Food and Nutrition Pairing classes
- Oversaw donation funds and initiated, tracked and received wine orders
- Assisted with weekly in store tasting, special functions, dinner and private parties

#### Culinary Nutrition Internship

mm/yyyy – mm/yyyy

#### GRUB

Wilmington, NC

- Assisted with teaching Nutrition and Culinary classes at GRUB which offered back-to-basics advice on cooking and eating wholesome and holistic food
- Worked with families and individuals on improving their dietary lifestyle

### Education

#### Johnson & Wales University

Providence, RI

Bachelor of Science - Culinary Nutrition

Degree, mm/yyyy

Associate in Science- Culinary Arts

Degree, mm/yyyy

### Honors, Certifications, Language Skills,

- JWU Dean's List mm/yyyy – mm/yyyy
- Silver Key Honor Society mm/yyyy
- Keep a Child Alive Leadership Award mm/yyyy
- Certified Food Safety Manager Instructor mm/yyyy
- Certified Executive Sommelier mm/yyyy
- American Culinary Federation mm/yyyy – Present
- Trilingual: English, Portuguese, Spanish

## Your Name

(555)555-5555 ▪ youremailaddress@xxx.com ▪ www.linkedin.com/in/fnameiname

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### WORK EXPERIENCE

#### SKYTERRA Wellness Retreat

Brevard, NC

Culinary Nutrition Internship

mm/yyyy – mm/yyyy

- Prepared client meals in accordance to dietary needs, intolerances, and allergies
- Provided nutrition knowledge to the clients and answered any questions
- Led cooking demonstrations focused on nutrient dense foods

#### Culinary Nutrition Assistant

Providence, RI

#### Rhode Island Health Department - Initiative for a Healthy Weight

mm/yyyy – mm/yyyy

- Provided assistance with the statewide restaurant initiative and task force including preparing needed teaching materials and developing healthy recipes
- Attended meetings, participated in program activities, conducted culinary and nutrition education workshops and completed general office duties
- Gained a working knowledge of obesity epidemic and its impact on Rhode Islanders

#### Research Assistant – Celiac Study

Providence, RI

#### Hasbro Children's Hospital/Coro Center West

mm/yyyy – mm/yyyy

- Contacted through phone and email 25 local support groups, 9 food companies and 22 potential candidates and their families to provide information about the hospital's programs
- Transcribed 10 voice recorded interviews about participants with celiac disease
- Entered data from 100 questionnaires on children and their family members into Windows SPSS
- Researched daily food products, restaurants and store locations that were gluten-free for participants with celiac disease

### EDUCATION

#### Johnson & Wales University

Providence, RI

Bachelor of Science, Culinary Nutrition

Candidate, mm/yyyy

Associate in Science, Culinary Arts

Degree, mm/yyyy

### AWARDS/CLUBS/VOLUNTEER EXPERIENCE

- Johnson & Wales University Dean's List Award recipient mm/yyyy – Present
- Silver Key Honor Society mm/yyyy – Present
- Johnson & Wales University Culinary Nutrition Society Club Member mm/yyyy – Present
- Goodwill Thanksgiving Dinner, Volunteer mm/yyyy – Present

## Your Name

(555)555-5555 ▪ youremailaddress@wildcats.jwu.edu ▪ [www.linkedin.com/in/fnameiname](http://www.linkedin.com/in/fnameiname)

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### Work Experience

**Executive Chef, Senior Manager; Product Development & Culinary Sciences** mm/yyyy – Present  
**Ocean Spray Cranberries, Inc.** Lakeville, MA

- Charged with building a Culinary Sciences team including; hiring team members and designing the test kitchens
- Analyze current culinary trends with an eye to application for Ocean Spray foods & beverages
- Provide culinary support and lead efforts to drive upfront ideation for global food and beverage development

**Corporate Research Chef, Beverages** mm/yyyy – mm/yyyy  
**PepsiCo, Inc.** Valhalla, NY

- Oversaw and maintained product & recipe development and documented culinary gold standard prototypes
- Analyzed data from insights, brand marketing, R&D and innovation teams' research to ensure the culinary work plan and processes were designed to align with strategic goals
- Made recommendations for process improvements, contract services, and ongoing communication strategies to senior managers
- Collaborated with cross functional teams across R&D and other business units to create effective working relationships as necessary to support business growth initiatives

**Food Development Manager** mm/yyyy – mm/yyyy  
**Pret A Manger** New York, NY

- Developed and launched new food and beverage product lines including; managing the inter-departmental development timeline
- Guardian of food; ensuring that ingredients are consistent with Pret's standard of ethical integrity, sustainability and nutritional value while staying in line with product budgets
- Trained the operations team and general managers to ensure successful launch of new products in all US Pret markets

**Innovation Chef Internship; hired upon completion** mm/yyyy – mm/yyyy  
**McCormick & Company, Inc** Hunt Valley, MD

- Participated in innovation sessions in support of new product development, including ideation, concept & prototype development & validation with consumers and clients
- Helped plan and oversee hands-on food time during ideation sessions
- Developed gold standards for savory, sweet and beverage products from vague concepts
- Collaborated with marketing, sensory and sales departments, contributing culinary knowledge and current food trends for product concepts
- Calculated nutritional information with a focus on ORAC values, sodium levels, & macronutrients
- Developed products and recipes customized for client specific operational limitations

**Johnson & Wales University** Providence, RI  
Bachelor of Science; Culinary Science & Product Development Degree, mm/yyyy

### Organizations

- Research Chef's Association; Student Member yyyy – Present
- Institute of Food Technologists; New England chapter; Member yyyy – Present

## Your Name

(555)555-5555 ▪ youremailaddress@wildcats.jwu.edu ▪ www.linkedin.com/in/fnameiname

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### Education

Johnson & Wales University  
Bachelor of Science - Culinary Science

Providence, RI  
Degree, mm/yyyy

### Highlight of Qualifications

- Able to work independently as well as a member of a team
- History of strong work ethic and innovation
- Strong communication skills from back of the house experience

### Work Experience

#### CCD Innovation

Emeryville, CA

#### Culinary Science Internship

mm/yyyy – Present

- Provide culinary product development support to bring products from ideation to commercialization for large and small companies
- Responsible for Product Ideation; Protocept Development; Bench-top Samples and Cost Conscious Development
- Monitor the chemical changes that take place in stored or processed foods to ensure fewer nutrients are lost through the cooking process and the flavor, appearance, and texture of processed foods is maintained

#### Sous Chef (Seasonal)

mm/yyyy – mm/yyyy

#### Kirkbrae Country Club

Lincoln, RI

- Responsibilities including nightly service, inventory and ordering and delegation of tasks
- Completed healthy choice menu options
- Managed off-site catering cooking and service
- Menu Development and daily service for club recreation dining facility

#### Davenport's Bar & Grill

East Providence, RI

#### Line Cook

mm/yyyy – mm/yyyy

- Set up line for lunch and dinner service
- Prepped, cooked and presented dishes on Sauté, Grill, and Appetizer stations
- Cleaned, according to HAACP guidelines and efficiently broke down kitchen

#### Cook

mm/yyyy – mm/yyyy

#### Uncle Ronnie's Red Tavern

Nassonville, RI

- Prepared sautéed, grilled and fried foods as requested
- Set up line station for lunch and dinner service
- Cooked foods for Banquets, in addition to set up and service

### Honors, Associations and Certifications

- Johnson & Wales University Dean's List mm/yyyy – Present
- Research Chef's Association; Student Member mm/yyyy – Present
- Institute of Food Technologists; New England chapter; Member mm/yyyy – Present
- ServSafe Certified mm/yyyy

## Your Name

(555)555-5555 ▪ youremailaddress@xxx.com ▪ www.linkedin.com/in/fnameiname

### HIGHLIGHTS OF QUALIFICATIONS

- 6 yyyys front and back of the house restaurant experience
- Excellent organizational and customer services skills
- Proven leadership skills in work and academic settings

### EDUCATION

#### Johnson & Wales University

Bachelor of Science, **Food & Beverage Entrepreneurship**

Associate of Science, **Culinary Arts**

Providence, RI

Degree, mm/yyyy

Degree, mm/yyyy

#### Bergen County Technical High School

**Culinary Arts**

Paramus, NJ

Diploma, mm/yyyy

### RELATED WORK EXPERIENCE

#### Bella Fig

FOH Manager, Chef

Hawthorne, NJ

mm/yyyy – Present

- Manage front of house, handle guest concerns while greeting, seating guests, recording food and beverage orders
- Assist as Sous Chef responsible for preparing all appetizers and desserts
- Work as Head *Chef*, organizing line stations, preparing and plating orders are requested
- Create seasonal menu and beverage items with Owner, Head Chef that is featured on *Neighborhood Eats* local television show segment

#### Muscle Maker Grill

Line and Prep Cook

Oakland NJ

mm/yyyy – mm/yyyy

- Worked as prep cook, responsible for preparing all sides and portion and re-scale new portions or created new sides
- Managed hot and cold appetizer and sauté stations prior to and during service
- Prepared, cooked and relayed orders, rang up sales of over \$1,000 per shift

### OTHER WORK EXPERIENCE

#### Planet Fitness

Front Desk Assistant

Smithfield, RI

mm/yyyy – mm/yyyy

- Upsold gym memberships, resolved any billing issues or other concerns with members
- Sanitized gym according to company policies and procedures

#### FedEx Corporation

Package Handler

Wayne, NJ

mm/yyyy – mm/yyyy

- Unloaded packages from trucks at the rate of 1,000 boxes an hour
- Oversaw staff, prepared staff duties and ensured all tasks were completed daily

### CLUBS AND AFFILIATIONS

Delta Sigma Phi, President

Sources of Strength; Suicide Prevention Group, Trained

mm/yyyy – Present

yyyy

## Your Name

(555)555-5555 ▪ youremailaddress@xxx.com ▪ [www.linkedin.com/in/fnameiname](http://www.linkedin.com/in/fnameiname)

### Highlights of Qualifications

- **Certifications:** Food Safety and Sanitation Management, Dining Room, Social Media Management, ServSafe Food Handling, Allergen Awareness, ServSafe Alcohol
- **Course Work Completed:** Essentials of Dining Service, Food Safety and Sanitation Management, Brewing Arts, Front of House Operations Management, Beverage Appreciation, Spirits and Mixology Management
- **Customer Service:** Four yyyys, as well as front and back of the house experience

### Education

#### Johnson & Wales University

Bachelor of Science: **Food & Beverage Industry Management**

**Providence, RI**

Degree, mm/yyyy

### Experience

#### The Spring House

Dining Room Manager

**Block Island, RI**

mm/yyyy – Present

- Manage wait staff scheduling and duties
- Greet and directed customers to assigned tables while maintaining organized dining room operations
- Answer telephone, took reservations and prepared and organized to-go orders
- Respond to customers questions about menu

#### Harry's Burger Bar

Server

**Providence, RI**

mm/yyyy – mm/yyyy

- Served approximately 75 patrons per shift in fast and accurate manner
- Managed bar area; prepared all alcohol beverages for wait staff orders
- Ran food and bussed tables as needed to foster team spirit in busy restaurant

#### The Cloud Social Rooftop Bar

Hostess/Bar-back

**New York, NY**

mm/yyyy – mm/yyyy

- Organized on-line and telephone reservations, seated customers, delivered water and bread to tables
- Restocked liquor and cut garnishes for beverages while helping prepare drinks

### Organizations

JWU JBrew Club, Member

mm/yyyy – Present

Alpha Sigma Tau, Member

mm/yyyy – Present

Walking School Bus, Volunteer

mm/yyyy – mm/yyyy



## Your Name

City, ST ▪ (555)555-5555 ▪ youremailaddress@xxx.com ▪  
www.linkedin.com/in/fnameiname

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### COMPLETED COURSEWORK

COOKING FROM THE FARMSTAND | GROWING FOR THE MENU | COOKING FOR REGENERATIVE  
FOODWAYS | SUSTAINABILITY IN THE CULINARY KITCHEN | HEALTH & THE HARVEST

### WORK EXPERIENCE

**Eating with the Ecosystem; Commercial Fisheries Research Foundation** **Kingston, RI**  
mm/yyyy – mm/yyyy **Seafood sustainability Internship**

- Interacted with various organizations, businesses, and individuals in the field and gained hands on experience with the diversity of New England seafood species
- Assisted with real time seafood marketing for the Massachusetts Division of Marine Fisheries and Rhode Island Department of Environmental Management to develop marketing content to include recipes, culinary descriptions of the species, fisheries facts, and tips for consumers to prepare at home
- Helped develop materials to build upon Eating with the Ecosystem's Local Seafood information database and gathered data from some of Eating with the Ecosystem's previous research projects

**Brick N Motor Food Truck** **Rochester, NY**  
mm/yyyy – mm/yyyy **Sous Chef**

- Created and prepared lunch and dinner menu items
- Accurately took customer orders, expedited orders to the chefs on the line, and delivered items efficiently and ensured satisfaction to the customer
- Assisted head chef in preparing and serving catering menus

**Cobblestone Creek Country Club** **Victor, NY**  
mm/yyyy – mm/yyyy **Line/Banquet Cook**

- Consistently prepared 100+ entrees to guests satisfaction per shift
- Assisted executive chef and banquet chefs in preparing meals for events
- Supervised interns assisting in banquet events

**Woodcliff Hotel and Spa** **Fairport, NY**  
mm/yyyy – mm/yyyy **Johnson & Wales Culinary Arts Internship**

- Assisted Executive Chef and Sous Chefs in preparing meals for 500+ guests and executing prep lists and recipes for menu items
- Assisted Executive Pastry Chef in preparing desserts for dinner service and complementary pastries for guests of the hotel

### Education:

**Johnson & Wales University**  
Bachelor of Science; **Sustainable Food Systems**  
JWU Dean's list; summa cum laude  
ServSafe Certified

**Providence, RI**  
**Degree, mm/yyyy**  
mm/yyyy – Present  
mm/yyyy