

Culinary Arts - Sample Qualifications Statements

Michigan Pathway:

Arts & Communications and Business, Management, Marketing & Technology

Sample Objectives or Career Goal:

Entry-level Baker, Bus-person, Cashier, Cook (breakfast, line, fry, bakery, prep,) Customer Service, Server/Bartender, Dishwasher, Front Desk, Host Staff, Housekeeping, Hospitality Worker, Caterer, Food Service Worker.

Sample Career Summary 1:

Passionate and responsible high school student eager to accept a position within the food service industry. Excellent food presentation and preparation skills, hard-working and committed to service excellence.

Sample Career Summary 2:

- High school student offering 2 years documented success of progressive food service experience and responsibility.
- Dedicated to service excellence.
- Demonstrated ability to prepare and present appealing entrees and accurate recipes.
- Meets high quality standards for sanitation and safety.
- Fast and efficient; motivated to get the job done.

Ideas for Qualifications and Skills for Culinary Arts:

- Hands-on experience working in kitchen environment preparing food and filling orders.
- Meets high quality standards for food preparation, service and safety.
- Maintains highest level of sanitation and safety.
- Solid understanding of basic Garde Manger technique.
- Working knowledge of operating large-scale bakery equipment to create quality products such as breads, cakes, cookies and pastries.
- Talent for accurately preparing food recipes and presentation standards set by the establishment.
- Safe equipment operation of commercial dishwasher, deep fryer, broiler, oven, grill and slicer.
- Quickly follows recipes, instructions and guidelines.
- Assembles and accurately measures ingredients.
- Prepares a wide selection of soups, salads, entrees and desserts.
- Received commendations for being efficient and dependable.
- Performs accurate daily cash handling procedures.
- Operates POS cash register system to accurately process cash and guest orders.
- Provides fast, friendly service in a student-operated café.

- Skills USA Regional Competition – **3rd place winner**- 2013
Romeo High School, Romeo, MI.
- Proven ability to safely use and maintain station equipment.
- ServSafe Certified - 2013
- ProStart Certified-2013
- Able to work confidently and efficiently under pressure.
- Efficiently cleans and re-stocks equipment and utensils.
- Maintains a clean and organized work station.
- Demonstrates safe food handling by properly storing and rotating food items.
- Able to effectively manage priorities and multiple tasks in a timely manner.
- Awarded Culinary Arts Skills Certificate for top baking demonstration- 2013
- Earned college credit in for participating in Baker College articulation agreement- 2013.
- Successfully earned externship credit while working for Pizza King Inc.

Personal Management Skills:

- Strong communication, leadership, and problem solving skills.
- Focused, and able to work with minimal supervision.
- Detail oriented, self motivated work style; proven ability to master new skills quickly and efficiently.
- Motivated and willing to work hard to get the job done.
- Works well with coworkers and displays excellent client service skills.
- Computer skills: MS Office Suite
- Adaptable to different situations in order to learn new skills.
- Self motivated, detail-oriented with proven task prioritizing skills.
- Highly developed work ethic, including exemplary attendance record.

Other examples on how to organize your specific skills on a resume:

Skills:

- | | |
|-----------------------------|---|
| • Accurate Order Taking | • Safe Knife Handling Skills |
| • Friendly Service | • Precise Measurement & Recipes |
| • Food Sanitation & Safety | • Safe Commercial Equipment Operation:
Mixer, Slicer, Dish machine |
| • Cash Handling | • Intermediate Baking Skills |
| • Basic Garde Manger Skills | |

Certifications:

- F.V Pankow 2-year CTE Skills Certificate upon successful completion of program.
- ServeSafe Certificate- 2014.
- ProStart Certification- 2014
- Successfully earned the Articulation Agreement Credit from: Baker College, Macomb Community College.

Work History or Experience:

If no official work history, include co-op/externships opportunities, class related volunteer experiences or projects, and any course related knowledge/activities or professional experience you may have acquired or been recognized for.

This information could also be highlighted as *Experience, Education or Accomplishments*. Always briefly include **who, what, where and when or how your actions improved or contributed to the situation or organization.**

1. Keep your Resume to **ONE PAGE with 1 inch margins on all sides**. If you are running onto page 2 then try reformatting, refining statements and taking a second look to see if you are repeating information. Always have someone proofread your work before ever submitting your resume to an potential employer.
2. Only include the most relevant skills and accomplishments which will impress a potential employer or will be useful to the job you are applying for.
3. Include volunteer experience and accomplishments when: you have very little to no experience at all, if the experience is related to the job, or if your experiences will be in someway beneficial to note.