

JESSICA CLAIRE

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SUMMARY

Dedicated Aviation Support Equipment Technician Navy Veteran, E-5, with 5 years of experience repairing and maintaining support equipment. Knowledgeable about safety practices and preventive maintenance. Adept at supervising personnel and problem solving. Organized and motivated employee eager to apply time management and organizational skills in various environments. Seeking entry-level opportunities to expand skills while facilitating company growth. Hardworking and reliable supervisor with strong ability in training. Offering great customer service and accountability. Highly organized, proactive and punctual with team-oriented mentality. Innovative line cook with well-rounded food background and extensive knowledge of all kitchen equipment. High-energy leader emphasizing healthy dishes made with local ingredients. Creatively builds exciting meals to satisfy discerning customers.

SKILLS

- Preventative Maintenance
- Cooling Systems
- Troubleshooting and Repairs
- First Aid/CPR
- Good Work Ethic
- Training & Development
- Team Management
- Safety Protocol Knowledge
- Attentive to Detail

EDUCATION AND TRAINING

North Idaho College
Coeur D'alene, ID • 04/2015

Certification: Culinary Arts

Jenkins Junior/Senior High School
Chewelah, WA • 04/2014

High School Diploma

EXPERIENCE

Pursell Farms - Aviation Support Equipment Technician

Sylacauga, AL • 05/2018 - 03/2023

- Planned, organized and executed daily maintenance tasks.
- Inspected and repaired ground equipment and automotives.
- Troubleshoot and repaired both gasoline and diesel engine systems.
- Serviced and repaired air conditioning and refrigeration systems.
- Executed corrosion control and inspection duties with minimal supervision.
- Supervised and completed flight line foreign object prevention walks.
- Updated maintenance and repair logs according to services performed and submitted reports to supervisors for review.
- Demonstrated self-reliance by meeting and exceeding workflow needs.
- Juggled multiple projects and tasks to ensure high quality and timely delivery.
- Prioritized and organized tasks to efficiently accomplish service goals.
- Worked closely with team members to deliver project requirements, develop solutions and meet deadlines.
- Worked successfully with diverse group of coworkers to accomplish goals and address issues related to our products and services.
- Assessed blueprints and specifications prior to completing complex avionics repair work.

Pursell Farms - Line Cook

Sylacauga, AL • 02/2017 - 01/2018

- Operated fryers and grills according to instructions to maintain safety and food quality.
- Carried pans and trays of food to and from work stations, stove and refrigerator.
- Kept stations stocked and ready for use to maximize productivity.
- Followed proper food handling methods and maintained correct food temperature for high scores on health inspections.
- Restocked food items throughout shift to prepare necessary ingredients for cooking and timely service.
- Maintained hygienic kitchen with regular mopping, disinfecting workspace and washing utensils and glassware.
- Set up and performed initial prep work for soups, sauces and salads.
- Grilled and deep fried various foods from meats to potatoes.
- Washed and peeled ingredients to prepare for different meals and recipes.
- Assisted in preparation of menu items ranging from burgers to sandwiches.
- Maintained safe operations of food prep equipment to reduce complications and retain safety procedures.
- Followed proper food handling methods and maintained correct temperature of food products.
- Mentored and trained staff by teaching cooking skills and kitchen maintenance, improving overall quality and performance.
- Cooked multiple orders simultaneously during busy periods.
- Prepared dishes in fast-paced environment working with teammates to maintain high customer satisfaction rate.
- Cleaned cooking and refrigeration equipment to sanitize and prevent food-borne illness.
- Adhered to portion controls and presentation specifications.
- Set up workstations with needed ingredients, utensils and cooking equipment.
- Conducted daily inspections and maintained food sanitation and kitchen equipment safety reports.
- Prepped garnishes to reduce wait times during lunch and dinner rush.

CoeurD'Alene Resort & Casino - Line Cook

City, STATE • 10/2015 - 09/2016

- Operated fryers and grills according to instructions to maintain safety and food quality.
- Carried pans and trays of food to and from work stations, stove and refrigerator.
- Kept stations stocked and ready for use to maximize productivity.
- Followed proper food handling methods and maintained correct food temperature for high scores on health inspections.
- Restocked food items throughout shift to prepare necessary ingredients for cooking and timely service.
- Maintained hygienic kitchen with regular mopping, disinfecting workspace and washing utensils and glassware.
- Set up and performed initial prep work for soups, sauces and salads.
- Retained consistent quality and high accuracy when preparing identical dishes every day.
- Grilled and deep fried various foods from meats to potatoes.
- Assisted in preparation of menu items ranging from burgers to sandwiches.
- Maintained safe operations of food prep equipment to reduce complications and retain safety procedures.
- Prepped garnishes to reduce wait times during lunch and dinner rush.
- Washed and peeled ingredients to prepare for different meals and recipes.
- Conducted daily inspections and maintained food sanitation and kitchen equipment safety reports.
- Set up workstations with needed ingredients, utensils and cooking equipment.
- Adhered to portion controls and presentation specifications.
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