

Marquise Granger

Burlington, NJ - Email me on Indeed: [indeed.com/r/Marquise-Granger/94a6adb1f6486c5c](https://www.indeed.com/r/Marquise-Granger/94a6adb1f6486c5c)

Customer Service Rep/ Shipping/ Receiving/ Recovery Clerk/ Material Handler Warehouse/ Retail/ Team member

Willing to relocate to: Mount Laurel, NJ - Burlington, NJ - Cherryhill, NJ

Authorized to work in the US for any employer

WORK EXPERIENCE

Customer Service Rep / Guest Service / Material Handler / Shipping and Receiving / Line Cook / Prep Cook / Kitchen Staff / Cleaning Crew

Burger King - Burlington, NJ - February 2016 to Present

Prep foods to orders coordinating foods orders to support timely and efficient delivery to each table. Work in a team - oriented, high volume, fast - paced, guest centric environment that celebrates living well by. Meeting special guest requests while ensuring some high standards. Ensuring proper food safety and sanitation standards while ensuring some high standards. Following sanitation standards including washing cookware and utensils throughout the day. Cleaning equipment as assigned thoroughly and in a timely fashion according to Burger King sanitation guidelines.

Culinary Chef/Line Cook / Serve Pro

Cathedral Kitchen Culinary Training And Arts Program - Camden, NJ - February 2016 to Present

Ability to work the line during high volume. Ability to multi - task in a high placed environment. Extensive knowledge of food products, food preparation and food presentation. Knowledge of culinary trends. Knowledge of weights, measurements, volume and cooking procedures. Able to follow instructions for recipes and sanitation guidelines. Consistently and accurately using prep sheets, Road maps, cleanliness list, and station checklist. Following sanitation standards including washing cookware and utensils throughout the day. Cleaning equipment as assigned thoroughly and in a timely fashion according to Cathedral Culinary Kitchen sanitation guidelines. Serve Pro Certified

Customer Service Rep / Material Handler / RF Scanner / Shipping / Receiving / Recovery Clerk / Childcare assistant/Line Cook

Footsteps All Around Childcare - Burlington, NJ - June 2012 to October 2016

Responsibilities

Meeting and Greeting Visitors / Parents / Children. Assisting with educational program. Provide Clerical Assistance to the Director with the accounts. Data Entry of Records Copying, Filing and Processing New Entries. Sorting receipts, Calculating on a 10-key calculator. Making sure all paper items are fully stocked for daily use. Answering telephone incoming and outbound call documenting payments. Responsible for inventory control of food supplies. Perform shipping and receiving functions.

Ensuring proper food safety and sanitation standards to ensure guest safety. Completes all items on the daily preparation list; keeps the line cooks stocked with basic critical items throughout the shift, and clean, sanitizes, and maintain equipment, utensils and tools.

Accomplishments:

Ability to work independently. Ability to work in a fast paced environment with solid time management skills. Strong oral and written communication skills including reading and following written instructions. Performed various functions in the office including data entry of daily child behavior reports provided to parents. Used RF scanner for inventory storage duties. Handled high volume inbound and outbound call on a daily basis.

Performed shipping and receiving functions. Maintained a safe secure and healthy environment by following company policies procedures and safety. Received recognition from Director for working accurately and efficiently.

Skills Used

Strong Communication Skills, Flexibility and Adaptability, Quick Leaner, Positive Attitude, Contribute to Positive Work Environment, Team Work Skills, Computer Literate, Microsoft, Excel, Power Point, Data Entry. Typing 35 wpm, Reliable and Hard-Working. Line Cook - Culinary Chef

EDUCATION

science/math

Irvington High School - Irvington, NJ

2008 to 2012

SKILLS

Excellent Communication Skills (3 years), Team Player (6 years), Microsoft, Excel (4 years), Data Entry (3 years), Power Point (4 years), Telephone Skills, Inventory Management, RF Scanner (3 years), Typing 45 Wpm, Customer Service Skills (4 years), Inventory Management (4 years), Microsoft (4 years), Telephone Skills (4 years)

ADDITIONAL INFORMATION

Culinary Arts Program