***Alona Chaitman***

17205 NW 12TH COURT

MIAMI ,FL. 33169

Cell: (954)­594­4691

Email: achaitman@gmail.com

***QUALIFICATIONS:***

* Work well without supervision
* Bilingual English/Russian with the ability to translate
* Ability to prioritize and remain focused on the essence of an issue
* Excellent with customer support services
* Skilled at learning new concepts quickly while working well under pressure

***EXPERIENCE:***

***11/2017-present Diplomat hotel resort and spa Hollywood, Florida***

***Cook 1 /convention center***

* ***Preparing cooking and serving large conventions and presentations up to 5000 people***

***04/2016-10/2017 East Miami Brickell ,Florida***

***Overnight cook***

***07/13­-04/16 Doubletree Ocean Point Resort and Spa Sunny Isles , Florida AM Line cook***

*9/11­07/13* ​***Angels services***​ *Miami, Florida*

*self employed*

03/07­5/11 ​***Sheraton fort Lauderdale airport hotel*** ​Dania, Florida

*Executive Sous Chef/Banquet Chef*

* Train all new Employees for the kitchen duties
* Managed and Supervised the kitchen of 8 cooks , 5 dishwashers , 6 severs (depending on amount

Banquet clients , Anywhere from 30 people to 500 people)

* Processed ordering and stock into inventory
* Prepped and cooked all meals for Banquets and tastings for Banquets
* Create special Banquet menus when requested
* Managed the line for food consistency and timing
* Do scheduling for kitchen employees and fix time sheets as well
* Keep track of inventory for kitchen and order when needed

6/03 – 03/07 ​**Doubletree Ocean Front Hotel** ​Fort Lauderdale, Florida

*Executive Sous Chef / Chef*

* Hired , Trained and Scheduled the Culinary Arts Team
* Market new menu items and daily specials
* Order , maintained proper inventory of food and dry goods
* Quality control and consistency of all food product
* Managed client relationships and tasting through taste panels

4/99 – 6/03 ​**Holiday Inn** ​Fort Lauderdale, Florida

*Lead Line Chef*

* Supervised the line of 4 cooks and 2 dishwashers
* Took care of any and all Banquets (prepped, cook and etc.)
* Supervised staff during all events (Air and Sea show , Boat show and any highly attended event)

2/95 – 10/98 ​**Jurmala Hotel** ​Riga, Latvia

*Executive Sous Chef (Then promoted to Executive Chef)*

* Arranged all décor for entrée presentations
* Created all recipes (new) and trained all culinary Arts Staff on the Recipes
* Managed : 2 Sous Chefs , 16 Cooks , 7 Dishwashers , 1 Purchaser , 2 Receivers’ , 2 GA manager,

1 Butcher , 2 Pastry Chefs , 3 Cleaners(Overnight Cleaning crew)

* Accompanied any and all Clients/Guests upon request
* Handled all Scheduling
* Maintained accurate counts of all inventory(fresh or dry)
* Handle all orders when needed
* Hire and train all possible Culinary Arts Candidates

**EDUCATION:**

June 1989 ­​ **Tukums High School (H.S Diploma)** ​ Tukums, Latvia

**Attended**​: Rigas Culinary Art School from: 1989 – 1992 Riga, Latvia

June 1992 ­ Certificate in Culinary Arts (Graduated)

**February 2004 ­ ACF Chef Certification** ​Fort Lauderdale, Florida

Nutrition, Sanitation, Management Courses Completed