**Latisha Brown**

**Newark, NJ**

[**latisha\_brown2001@yahoo.com**](mailto:latisha_brown2001@yahoo.com)

**8627726858**

Excellent interpersonal and communicative skills.

Proficient in Microsoft Applications (Word, Excel, Power Point).

Goal orientated person, professional attitude and highly motivated individual. Dependable and follows directions.

Authorized to work in the US for any employer

**WORK EXPERIENCE**

**Sous Chef/Manager The Briad Group**

**January 2017 to Present.**

-Responsible for daily and weekly inventory, team members schedules, acting on stores VTT’s sales, and labor. Completing orders on a daily basis at a timely matter. I also cross train and train team members on every station. Confident in hiring and completing hiring paperwork. Efficiently complete line checks and complete weekly sales reports at the end of each closing shift.

I Ensure a sense of urgency from all kitchen team members at all times. At starting shift assign daily work stations and manage breaks

Along with ensuring cleanliness and monitor /manage food waste daily.

**Cook**

**Amc - West Orange, NJ**

**July 2013 to Dec-2016**

**Responsibilities**

Maintain communication with other cooks to assemble food orders within established average ticket time and prepare several different orders simultaneously. Adhere to recipes to ensure consistent food quality and presentation. Operate large-volume cooking equipment such as grills, fryers, or ovens according to manufacturer’s instructions. Perform required sanitation procedures. Uphold cleanliness and ensure proper sanitation of entire kitchen including food prep area, cooking equipment, counters, shelves, utensils, and storage areas. Follow all procedures to ensure that the facility is clean, safe, and in good repair for both associates and guests. Follow instructions on the safe use of all chemicals/cleaning materials.

**Sous Chef**

**OTG - Newark, NJ -**

**November 2014 to November 2016**

Responsible for food safety:

Develop and cross train all team members

Ensure a sense of urgency from all kitchen team members at all times.

Assign daily work stations and manage breaks Ensure cleanliness

Manage the day-to-day operation of breakfast lunch and dinner Identify and solve real problems

Enforce core values

Hold each other accountable Improve performance Monitor/manage food waste daily Inventory management

Cross train FOH staff and crew members Manage schedules

**Bartender**

**Famous bar and lounge - Newark, NJ**

**- August 2015 to June 2016**

Collect money for drinks served.

Check identification of customers to verify age requirements for purchase of alcohol Clean glasses, utensils, and bar equipment.

Balance cash receipts.

Attempt to limit problems and liability related to customers' excessive drinking by taking steps such as persuading customers to stop drinking, or ordering taxis or other transportation for intoxicated patrons.

Stock bar with beer, wine, liquor, and related supplies such as ice, glassware, napkins, or straws. Serve wine, and bottled or draft beer.

Take beverage orders from serving staff or directly from patrons. Clean bars, work areas, and tables

Mix ingredients, such as liquor, soda, water, sugar, and bitters, to prepare cocktails and other drinks. Order or requisition liquors and supplies.

Prepare menu orders for guest

Ask customers who become loud and obnoxious to leave Arrange bottles and glasses to make attractive display

**Cook**

**Kean university - Union, NJ - September 2013 to March 2014**

**Responsibilities**

Handle large amount of orders Follow all safety and cooking guidelines Operate large-volume cooking equipment such as grills, fryers, or ovens according to manufacturer’s instructions. Uphold cleanliness and ensure proper sanitation of entire kitchen including food prep area, cooking equipment, counters, shelves, utensils, and storage areas.

**Skills Used**

Communication, team work, responsibility.

**Sales Representative**

**Crossmark - Cranberry, PA -**

**November 2011 to August 2012**

Execute retail merchandising tasks as scheduled

Accurately reports all completed retail tasks via the appropriate designated systems on the day the work is performed.

Dedication to providing excellent customer service and to develop a professional working relationship with store management, associates and other merchandising companies to effectively meet company and client objectives.

Insure proper maintenance on all company equipment.

**Call Representative Crossmark - Franklin, PA**

**November 2011 to December 2011**

Explain products or services and prices, and answer questions from customers.

Obtain customer information such as name, address, and payment method, and enter orders into computers.

Deliver prepared sales talks, reading from scripts that describe products or services, in order to persuade potential customers to purchase a product or service or to make a donation.

**Cashier**

**Kmart - Belleville, NJ - April 2011 to August 2011**

Responsible for accurately ringing up customers.

Maintain orderly register area and surrounding areas.

Responsible for displaying excellent customer service and advertisement.

Accurately tallied up all transactions from the register at the end of every shift

**Cashier**

**Burger King Restaurant - Newark, NJ**

**December 2008 to September 2009**

Responsible for accurately ringing in orders on registers by monitoring all monetary transactions.

Maintained orderly appearance of register area and provided outstanding customer service duties.

Responsible for communicating all promotions and advertisements to potential customers.

Accurately tallied up all transactions from the register at the end of the shift.

**Babysitter**

**Latisha's Daycare - Newark, NJ**

**July 2006 to September 2008**

Clarified child care requirements with parent: food choices, emergency numbers, personal habits.

Performed various duties including: preparing meals, bathing and dressing toddlers and putting them to bed.

Followed rules and maintained a safe environment for the toddler.

Took toddlers out for walks, played games, and kept a watchful eye on him.

**EDUCATION**

Certificate in Mixology

Jessie famous bartending school - Newark, NJ 2016 to 2016

**Culinary arts**

Star Career Academy - Newark, NJ 2013 to 2014

Associate in Criminal Justice Essex County College - Newark, NJ 2014

**SKILLS**

Word, Excel, Power Point

CERTIFICATIONS/LICENSES

**Bartending**

June 2016 to Present Certified bartender

ADDITIONAL INFORMATION

**SKILLS**

Excellent interpersonal and communicative skills.

Proficient in Microsoft Applications (Word, Excel, Power Point).

Goal orientated person, professional attitude and highly motivated individual. Dependable and follows directions.

-Obtain 8 and 16 hour security training certificates (NYC)

-Serv Safe Certified 10116522 (Culinary Arts)