

VERONA CAMPBELL

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HIGHLIGHTS OF QUALIFICATIONS

- Food service professional with 5+ years of combined experience in food preparation, kitchen operations, baking assistance, and customer service across fast-paced environments
- Strong knowledge of food safety, sanitation, temperature control, and FIFO inventory procedures; holder of a valid Food Handler Certificate
- Proven ability to support high-volume meal preparation, maintain a clean and efficient kitchen, and collaborate closely with cooks, supervisors, and serving staff
- Demonstrated leadership, training, and coordination experience from prior Team Lead role, supporting schedule planning and workflow management
- Excellent time management, communication, and customer service skills with a consistent record of reliability and attention to detail

RELEVANT SKILLS

Food Preparation & Kitchen Operations

- Ingredient preparation: chopping produce, portioning proteins, seasoning meats, assembling menu items
- Baking and pastry assistance: cakes, cupcakes, cookies, pastries, dough handling
- Line support during peak periods, online order fulfilment, and service flow optimization
- Dishwashing, workstation sanitation, equipment cleaning, and compliance with food safety standards
- Accurate temperature monitoring and adherence to hygiene protocols (Food Handler certified)
- Efficient support of cooks, servers, and kitchen supervisors in fast-paced environments

Inventory Control & Safety Compliance

- Stock rotation using First In, First Out (FIFO) procedures
- Receiving and organizing deliveries; labeling, storing, and restocking supplies
- Monitoring ingredients, reporting low stock, and identifying equipment issues
- Maintaining compliance with health, sanitation, and workplace safety regulations
- Ensuring proper storage temperatures for raw and prepared foods
- Maintaining detailed awareness of cleanliness standards and operational procedures

Customer Service, Teamwork & Supervisory Support

- Friendly, efficient customer service and sales experience in bakery and food retail settings
- Team leadership experience: coordinating tasks, training new staff, and supporting workflow
- Clear communication with cooks, servers, and management to support smooth meal service
- Assisting serving staff to ensure timely food delivery and accurate order completion
- Maintaining store presentation, product displays, and guest-facing areas
- Strong organizational and time management skills to meet service deadlines

EMPLOYMENT HISTORY

Kitchen Hand

Jamaican Jerk Shak, Edmonton, AB

2025

- Prepared ingredients by chopping vegetables, portioning meats, and assisting with basic meal assembly
- Maintained cleanliness of kitchen, prep stations, and service areas in accordance with food safety standards
- Organized inventory, labeled supplies, monitored stock levels, and reported needs to the owner.
- Collaborated with serving staff to support timely meal service and restocking
- Assisted with online order fulfilment and peak-hour workflow support

Meal Planner (Self-Employed)

2015-2018

St. Andrew, Jamaica

- Planned and prepared daily meals for children, including sandwiches, soups, hot meals, and baked items
- Ensured safe food handling, balanced nutrition, and efficient preparation timelines

Bakery Associate

2015-2017

Miss Barnes Bakery, St. Catherine, Jamaica

- Assisted in baking cakes, cupcakes, cookies, pastries, and specialty items
- Cleaned and sanitized baking equipment, utensils, and work areas
- Provided customer service, processed sales, and maintained product displays
- Managed inventory and supported store organization and merchandising

EDUCATION

Diploma in Food & Beverage

2011

The HEART Trust/NTA, Jamaica

CERTIFICATIONS

Food Handler Certificate

2025

Food Safety Training, Canada