

Name  
843-748-0000

3007 Wood Drive, Marion, SC 29541  
email here

### Summary of Qualifications

- Have participated in maintaining safety standards meeting SCDHEC guidelines and standards for cleanliness in the restaurant industry
- Have been introduced to basic and some advance skills learned in several engineering courses

### Education

FLORENCE DARLINGTON TECHICAL COLLEGE, Florence, SC August 2014  
*Mechanical Engineering Technology*  
Expected graduation date, June 2022

FRANCIS MARION UNIVERSITY, Florence, SC August 2014 – July 2015  
*Associates of Business*

### Relevant Coursework

- Introduction to CAD
- Introduction to Electronics
- Engineer Computer Applications
- Statics & Strength of Material
- Advanced CAD
- Prototype Modeling
- Print Reading & Sketching
- Probability and Statistics

### Computer Skills

- AutoCad
- SolidWorks
- Microsoft Word 2019
- Microsoft Excel 2019

### Professional Experience

Frowley's, FLORENCE, SC November 2019 - Present  
*Kitchen Manager*

- Oversee employees to ensure company and SCDHEC policies are followed
- Provide orientation and training of approximately 20 employees per year
- Prepare required paperwork, including meal production forms, daily monetary reconciliation reports, and schedules in an organized timely manner
- Provided inventory control of all products weekly and submit and receive truck orders
- Ensure that all products are ordered according to predetermined product specifications and received in correct unit count
- Ensure all equipment is kept clean and kept in excellent working condition

APPLE Jack's , FLORENCE, SC July 2019 – November 2019  
*Line Cook*

- Worked collaboratively with the team to build a positive work environment
- Performed all assigned prep work and replenish/restock workstation with supplies
- Performed job safely while maintaining a clean, safe work environment
- Created and maintained a sound working relationship with all preparation personnel
- Cleaned kitchen area to meet safety guidelines with the use of detergents

- Cleaned workstations by sweeping, mopping and removing trash that complied with safety and cleaning standards

REVIVAL BURGER, FLORENCE, SC

October 2018 – July 2019

*General Manager*

- Supervised and assisted as necessary with all operations such as line set-up and restocking; food preparation, customer service; cleaning and organizing cooking, service and dining area and dishwashing
- Implemented training and supervise training of employees.
- Planned and conducted staff meetings and orientation. Conferred regularly with staff to coordinate activities, assigned, and checked work, resolved problems
- Responsible for maintaining and meeting DHEC guidelines and standards for cleanliness.
- Opened and closed the store location with the assistance of personally created checklist for the staff and myself to ensure consistent operations

HOLLAND CONSTRUCTION, LAKE CITY, SC

January 2012 – June 2014

*Laborer*

- Utilized broad skills in construction to participate in site-preparation and various other building processes
- Communicated with site supervisors and team members to complete project objectives on schedule
- Earned additional responsibilities and worked extended hours to meet project deadlines
- Supervised team members, providing guidance on proper techniques and safety
- Responsible for cleaning up project site after completion

### **Honors and Activities**

- **Dean's List**, Florence Darlington Technical College, 2021

### **Certifications**

ServSafe Manager Certification from National Restaurant Association

2018