

Shakayla Jones

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Summary

Hi my name is shakayla I'm an 18 year recent college graduate and I'm currently enrolled in college to pursue nursing. I am kind, smart and willing to learn and help others. I am respectful and don't like to cause drama. I also play tennis and does chick fil A leadership academy, key club international, and I was in a theater program.

Detail-oriented Prep Cook successful in high-volume fast food settings. Highly skilled in different stations, cooking methods and presentations. Brings strong commitment to teamwork.

Highly-motivated employee with desire to take on new challenges. Strong worth ethic, adaptability and exceptional interpersonal skills. Adept at working effectively unsupervised and quickly mastering new skills.

Skills

- Safe Food Handling
- Customer Service
- Equipment Cleaning and Maintenance
- Cutting and Slicing Techniques
- Food Preparation
- Kitchen Operations
- Dish Preparation
- Store Room and Walk-In Inspections
- Kitchen Sanitation
- Verbal and Written Communication
- Cash Handling
- Complaint Resolution
- Honest and Dependable
- Cooperative Attitude
- Reliable and Responsible
- Honest and Ethical
- Problem-Solving

Experience

09/2022 - 05/2023

Cook, **Kai Thai**, Milledgeville, GA

- Prepared dishes in fast-paced environment working with teammates to maintain high customer satisfaction rate.
- Followed established procedures and requirements for safe food handling, storage and service.
- Operated grills, fryers and broilers to cook items to quality guidelines.
- Operated ovens, fryers and mixers safely to prevent kitchen accidents and machinery malfunction.
- Maintained safe operations of food prep equipment to reduce complications and retain safety procedures.

08/2022 - 09/2022

Prep Cook, **Chipotle**, Milledgeville, GA

- Maintained clean and orderly kitchen by regularly washing dishes, sanitizing surfaces and taking out trash.
- Prepped vegetables and ingredients by washing, chopping and dicing.
- Organized and labeled stock of ingredients to maintain needed inventory levels.
- Measured and weighed food items to comply with portion requirements.
- Utilized excellent knife skills to chop and slice vegetables and carve and grind meats and cheeses.

07/2020 - 12/2020

Cashier, **Zaxby's Chicken Fingers & Buffalo Wings**, Milledgeville, GA

- Operated cash register or POS system to receive payment by cash, check and credit card.
- Accepted cash and credit card payments, issued receipts and provided change.
- Answered customer questions and provided store information.
- Delivered high level of customer service to patrons using active listening and engagement skills.

Education And Training

Expected in 05/2033

High School Diploma

Baldwin High School, Milledgeville, GA

Associate Of Science, Nursing

Georgia Military College - Milledgeville, Milledgeville, GA