

# CHARLIE M. QUINTELA



+63 906 437 1361



charliequintela40@gmail.com



Lipit norte Manaoag Pangasinan Philippines



## OBJECTIVE

To commit to a jobs as a Cook where I can utilize my field of study and work experience and at their same time cultivate my humble knowledge in order to broaden my understanding and discipline that i have chosen. A highly self-motivated and result driven. To take a keen interest in current trends and have a passion for all things fashion and food and life safety related. Fast and effective, I want to be part of your success by offering high motivation responsibility, quality work and keeping good.



## KEY SKILLS

- Culinary expertise
- Decision-making
- Attention to detail
- Communication
- Cleanliness
- Creativity
- Teamwork
- Time management



## WORK EXPERIENCE

**Chief cook at Cargo International Shipping Company (ASTRA MARINE SCANMAR MANNING AGENCY, and CASTANEDA SEPPING Inc.)**

### Duties & Responsibilities

- Ensuring that all food is of excellent quality and served in a timely manner.
- Planning the menu, keeping in mind budget, and availability of seasonal ingredients.
- Overseeing all kitchen operations.
- Coordinating kitchen staff, and assisting them as required.
- Training staff to prepare and cook all the menu items.
- Taking stock of ingredients and equipment, and placing orders to replenish stock.
- Enforcing safety and sanitation standards in the kitchen.
- Creating new recipes to keep the menu fresh.
- Keeping up to date with industry trends.
- Receiving feedback and making improvements where necessary.

**Salesman | Driver at kwality Ice Cream Factory | Riyadh Saudi Arabia**

### Duties & Responsibilities

- Driving a van and selling products to customers.
- Delivering purchase orders and informing existing customers of new products.
- Increasing sales by promoting products and analyzing competitor behavior.
- Signing sales contracts, taking purchase orders, and collecting payments.
- Accounting for the safe and timeous delivery of purchased products.
- Maintaining sales and delivery records, as well as meeting sales targets.

2009 – up to present

2004 - 2007

2003 - 2004

**Assistant cook at Fine dine-in Restaurant ( DAVID TEA HOUSE BAGUIO CITY)**

**Duties & Responsibilities**

- Properly cleaning and sanitizing all food preparation areas according to established standards of hygiene.
- Washing and appropriately storing all cooking appliances, instruments, utensils, cutting boards, and dishes.
- Assisting the Cook with the preparation of meal ingredients, which includes washing, cleaning, peeling, cutting, and chopping fruit, vegetables, poultry, and meat.
- Sweeping and mopping the kitchen floors as well as wiping down kitchen walls.
- Assisting with the unloading of delivered food supplies.
- Organizing and correctly storing food supplies.
- Promptly transferring meal ingredients from storage areas to the kitchen as per the Cook's instructions.
- Stirring and heating soups and sauces as well as preparing hot beverages.

2002 - 2003

**Kitchen crew at ( SOLIBAO RESTAURANT BAGUIO CITY) part time**

**Duties & Responsibilities**

- Clean and sanitize dishes, cookware, and utensils.
- Clean and sanitize food preparation work stations.
- Assist in the food preparation process by cutting, chopping, slicing, and washing vegetables, meats, and other ingredients.
- Follow all food health and safety requirements.



**EDUCATION ATTAINMENT**

2000 - 2003

**Tertiary**

Associate in Hotel & Restaurant Management at Baguio Central University | Baguio City

1994 - 1997

**Secondary**

Inerangan High School

1987 - 1994

**Primary**

Amangbangan Elementary School



**ADDITIONAL TRAINING**

- Basic Safety Training
- Elementary First Aid
- Advance Fire Fighting
- Proficient in Survival Craft and Watchkeeping
- Culinary NC 1-2-3
- Culinary European & Asian Cuisine