

Bernetta Harris

CATERING ASSISTANT

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bernettaharris@email.com

United States, Frankfort, KY, 2484 Dawson Drive

SKILLS

Kitchen Management	Expert
Menu Design	Expert
Sanitation Practices	Expert
Multi-tasking	Expert
Food and Beverage Knowledge	Expert

HOBBIES

- 3D printing
- Bartending

PROFESSIONAL SUMMARY

Motivated and enthusiastic individual seeking to launch a career in the hospitality industry, specifically in catering. Possess strong organizational skills, attention to detail, and a passion for providing exceptional service. Eager to learn and grow in a dynamic catering environment.

EXPERIENCE

September 2021 - June 2023

Event Planning Assistant (Part-Time)

Frankfort High School / United States, Frankfort, KY

- Assisted with planning and coordinating school events, including prom, homecoming, and fundraisers.
- Collaborated with vendors, staff, and student organizations to ensure events ran smoothly and efficiently.
- Managed event logistics, including scheduling, setup, and breakdown, to ensure a seamless guest experience.
- Provided support to event attendees, addressing inquiries and resolving issues promptly and professionally.

EDUCATION

Certifications

Food Handler Certification, Food Handler Solutions LLC / in progress

2011 - 2023

High School Diploma

Frankfort High School

VOLUNTEER EXPERIENCE

January 2022 - Now

Community Kitchen Volunteer

Frankfort Community Center, Frankfort, KY

- Assist with meal preparation, serving, and cleanup for community meals and events.
- Interact with guests in a friendly and welcoming manner, ensuring their comfort and satisfaction.
- Work collaboratively with kitchen staff and volunteers to maintain a clean and organized workspace and adhere to food safety guidelines.