

# Michael Leroy Brecheisen Jr.

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## PROFESSIONAL SUMMARY

Enthusiastic and hardworking professional with a passion for the culinary industry and customer service. A quick learner who adapts to fast-paced environments and can multi-task and work successfully under pressure. Open to taking on new responsibilities and learning new skills as necessary to further my growth in the workplace. Looking forward to finding a position within a company that allows me to grow and learn.

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## CORE SKILLS AND COMPETENCIES

- Team leading and time management
  - Strong customer service and communication skills
  - Excellent organizational skills
  - Knowledgeable in Microsoft Office and QuickBooks
  - Dependable and accountable
  - Career focused and ambitious
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## RECENT PROFESSIONAL EXPERIENCE

- Wendy's, Crew Member (Current Job) — Salt Lake City, Utah** 1 year
- Greeting all customers and seeing to their immediate needs like fulfilling their food orders
  - Cleaning and stocking all supplies for the next shift to be prepared to serve their customers
  - Some food prep and cleaning and maintenance of equipment needed to prep food
  - Nightly cleaning and maintenance of all ovens, grills and fryers and changing all fryer oil weekly
- Market Street Grill, Prep Cook and Dishwasher — Salt Lake City, Utah** 1 year
- Working behind the oyster bar stocking and shucking oysters for customers
  - Coordinating with chefs for food preparation to ensure proper timing of ingredients
  - Organizing in the kitchen, stock and prep areas, and walk-in coolers
  - Thoroughly cleaning kitchen after restaurant closure and preparing for the next business day
- Salt Lake City Mission, Operations Director — Salt Lake City, Utah** 4 years
- Oversee daily operations, scheduling and management of staff and volunteers
  - Creating monthly, quarterly and yearly reports for the Internal Revenue Service
  - Obtaining permits, organizing and promoting outdoor public events and entertainment
  - Maintaining all vehicles, including repairs and keeping registration and insurance updated
  - Cultivating relationships with partner organizations to develop better ways to serve the community
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## EDUCATION

I obtained my GED in 2016, and I am currently enrolled in classes at the Salt Lake City Community College. I am taking online courses in bookkeeping and business management, and I am also receiving certifications for Microsoft Office and QuickBooks software through the courses.

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## CERTIFICATIONS

- Food Protection Managers License
  - Alcohol Server Permit
  - Workplace Safety Certification
  - Allergen Protection Certification
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## VOLUNTEER WORK

I enjoy volunteer work. Both locally and globally. My most recent opportunity was to help tutor students in Ukraine online who are trying to learn English as a second language. But I also enjoy finding ways to serve my local community and I am always looking for new ways to help vulnerable populations anyway I can.