

Michael Leroy Brecheisen Jr.

1490 W. North Temple Apt. 315, Salt Lake City, Utah 84116
(385) 420-3730 | michaeleroybrecheisen@gmail.com

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.

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

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	

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.

CERTIFICATIONS

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

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.