



Kathleen Valdez

Sous Chef

Certified Sous Chef (American Culinary Federation) with 7 years of experience managing kitchen brigades of up to 19 staff members, building schedules in HotSchedules, and enforcing HACCP and OSHA safety standards. Improved employee retention by 11.08% through a shift-lead mentoring structure and weekly one-on-one check-ins, and reduced monthly spoilage by \$3,080 by analyzing weekly waste logs and adjusting par levels.

CONTACT INFORMATION

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KEY SKILLS

- HACCP Compliance
- ServSafe Food Safety
- HotSchedules
- Meez
- POS System Operations
- Menu Costing
- Staff Scheduling and Labor Control
- FIFO Inventory Rotation
- Kitchen Safety and OSHA Standards
- Waste Reduction Analysis

PROFESSIONAL EXPERIENCE

2022 - Present

Sous Chef, Appoquinimink Table and Tavern, Smyrna, DE

- Improved employee retention by 11.08% over 18 months by introducing a shift-lead mentoring structure and weekly one-on-one check-ins with all 19 kitchen staff members.
- Reduced kitchen incidents from 9 to 3 per quarter by redesigning station layouts and posting updated OSHA-compliant safety checklists at each workstation.
- Managed a brigade of 19 cooks, prep workers, and dishwashers, building weekly schedules in HotSchedules to hold overtime under 42 hours per pay period.
- Resolved an average of 7 guest food-service complaints per week by coordinating re-fires within 8 minutes and following up with front-of-house leads.
- Supervised nightly deep-cleaning routines across all 6 kitchen stations, cutting post-close breakdown time from 55 to 37 minutes.

2021 - 2022

Line Cook Lead, Silver Lake Grille, Dover, DE

- Directed a team of 11 line cooks during dinner service, maintaining plating accuracy on 174 covers per evening shift.
- Lowered burn and laceration incidents from 6 to 2 per quarter by conducting 15-minute safety briefings at the start of each shift.
- Analyzed weekly waste logs and adjusted par levels, reducing spoilage by \$3,080 per month across protein and dairy categories.

2019 - 2021

Line Cook, Brandywine Creek Kitchen, Middletown, DE

- Prepared and plated dishes for a 128-seat dining room, averaging 163 covers per shift with a POS ticket completion window under 14 minutes.
- Reduced slip-and-fall incidents from 7 to 2 per quarter by establishing a floor-mat replacement schedule and hourly wet-floor checks during service.
- Documented 23 standardized recipes in Meez, cutting new-dish prep variance from 9 to 4 minutes per plate.

EDUCATION

AAS, Culinary Arts

Delaware Technical Community College, Stanton, DE | 2017 - 2019

CERTIFICATIONS

- Certified Sous Chef, American Culinary Federation, 2022