

Dietary Aide Resume Sample 1

Rita Charleston

2456 Elm Street, Lafayette, Indiana 56321

rcharleston@email.com

236-654-7125

A. Summary

Six years of experience working as a dietary aide. Skilled in washing and sanitizing dishes, dish carts, and tables. Have been trained in daily food preparation for a variety of diet types. Primary experience in the hospital setting, but have also worked in nursing homes and assisted-living facilities. Pride myself on strong interpersonal skills and ability to multi-task in a fast-paced environment. Demonstrated ability to put my patients first while delivering quality dietary assistance. Looking for a job that will allow me to develop my skills further.

January/2014 – April/2018 – Oak Grove Pine Nursing Home, Delaware, Ohio

Responsibilities:

- Assist head dietary aide in preparing meals and snacks
- Serve meals to residents and double-check to make sure that their meals are in accordance to their meal plans
- Assist in storing food inventory and other supplies; make certain that all items are properly labeled
- Clean the dining room and kitchen areas after meal times
- Make sure that food preparation and serving areas are properly disinfected
- Check on residents' snack needs during the night shift

Achievements:

- Received compliments from my supervisors on the efficiency and speed of my cleaning
- Assisted aides in helping to move patients and received additional training in this area
- Performed job well enough to transition to full-time after being initially hired as part-time

B. Working Experience

January/2012 – December/2013 – Mercy General Hospital, Delaware, Ohio

Responsibilities:

- Assist in the preparation of meals for 100 patients
- Adhere to all relevant patient care plans

- Pay attention to proper food safety regulations
- Rotate food inventory to ensure proper freshness of all meals
- Clean and inspect all utensils in order to meet sanitation guidelines

Achievements:

- Regularly score 95-100% on all safety evaluations
- Initiated a way to store the cleaning equipment to reduce clutter and save time
- Awarded "Best Dietary Aide" for the night shift in 2015 and 2016

C. Education and Academic Training

Associate of Arts, Culinary Arts, Lafayette Vocational Center, Spring 2011
Diploma, Lafayette High School, Spring 2010

D. Job Related Skills

- Ability to read recipes
- Skilled in handling kitchen equipment
- Physically fit enough to stand long hours on my feet

E. General Skills

- Compassionate
- Acute attention to detail
- Great listener