



# Edwina Ewusie Bandoh

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## Website, Portfolio, Profiles

- Hellomediba.com

## Professional Summary

To seek and maintain a full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.

## Skills

- Chef training knowledge
- Chef support
- ChefTec
- Teamwork
- Collaboration
- Good telephone etiquette
- Self-motivated professional
- Computer proficiency

## Work History

04.2021 - Current

### ***Demi Chef***

NUMBER 57 BOUTIQUE CAFE - DUBAI, UAE

- Developed team communications and information for meetings.
- Exceeded goals through effective task prioritization and great work ethic.
- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity.
- Used coordination and planning skills to achieve results according to schedule.
- Developed and implemented performance improvement strategies and plans to promote continuous improvement.
- Actively listened to customers, handled concerns quickly and escalated major issues to supervisor.
- Used critical thinking to break down problems, evaluate solutions and make decisions.
- Conducted research, gathered information from multiple sources and presented results.
- Worked flexible hours; night, weekend, and holiday shifts.
- Increased customer satisfaction by resolving issues.
- Assisted with development of new menu items, researching and workshopping recipes compatible with existing menu.
- Coordinated effectively with service staff on timing of meal plating and delivery to guarantee freshness and adequate food temperature.
- Reduced costs and losses through regular rotation of fresh food items

and employment of waste-reduction food prep techniques.

- Adhered to food safety regulations and culinary best practices in preparation of ingredients and meals.
- Produced revolutionary menu offerings to put establishments on local, regional and national map.
- Planned and directed high-volume food preparation in fast-paced environment.
- Prevented cross-contamination from utensils, surfaces and pans when cooking and plating meals for food allergy sufferers.
- Acted as head chef when required to maintain continuity of service and quality.
- Initiated training for new team members on culinary techniques to improve productivity and increase kitchen workflows.
- Plated every dish with attractive flair to meet strict restaurant standards and maintain stellar business reputation.
- Cultivated positive relationships with vendors to source best ingredients at best prices.
- Established and updated staff schedules and assignments to optimize coverage of peak times.

08.2018 - 10.2020

### ***Demi Chef***

AL SALAM - BAGDAD, IRAQ

- Coordinated effectively with service staff on timing of meal plating and delivery to guarantee freshness and adequate food temperature.
- Assisted with development of new menu items, researching and workshopping recipes compatible with existing menu.
- Prevented cross-contamination from utensils, surfaces and pans when cooking and plating meals for food allergy sufferers.
- Planned and directed high-volume food preparation in fast-paced environment.
- Produced revolutionary menu offerings to put establishments on local, regional and national map.
- Adhered to food safety regulations and culinary best practices in preparation of ingredients and meals.

01.2017 - 12.2017

### ***Demi Chef***

IT MY KITCHEN RESTAURANT - TAKORADI, GHANA

- Ordered new ingredients and supplies to meet expected needs.
- Plated every dish with attractive flair to meet strict restaurant standards and maintain stellar business reputation.
- Oversaw cleanliness of each station in kitchen.
- Assisted sous chef with weekly schedule drafts for kitchen staff.
- Delivered verbal culinary instruction and assignments to kitchen staff members daily to promote successful dining experiences for clients.
- Planned menus and services for restaurant and off-site events.
- Ordered food items as needed for upcoming events per sous chef request.
- Successfully completed kitchen product inventory as assigned.
- Planned and directed high-volume food preparation in fast-paced environment.
- Prevented cross-contamination from utensils, surfaces and pans when cooking and plating meals for food allergy sufferers.
- Acted as head chef when required to maintain continuity of service and quality.
- Mentored kitchen staff to prepare each for demanding roles.

## Education

04.2012

Associate of Arts, Information Technology, GHANA TELECOM UNIVERSITY - GHANA