**Analia F. Mateo-Laurence**  [analia\_laurence@hotmail.com](mailto:analia_laurence@hotmail.com)

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**New York Times Reviewed *“Best Appetizer, Beautiful Arrangement”***

**EDUCATION**

**Pennsylvania Culinary Institute**

Associate Degree in Specialized Technology

         Le Cordon Bleu Patisserie and Baking  Pittsburgh, PA

         Dean’s List GPA 3.71

         Award: Professionalism Award at Graduation April, 2009

**EXPERIENCE**

**Pastry Chef December 2010 to April 2011**

Rendezvous at Gaslamp San Diego, CA

         Managed budget to reach preset goals.

         Introduce health concept into baking and platting traditional French.

         Promote Team-work and cross train crew members.

**Kitchen Manager August 2010 to December 2010**

Beach and Dinner       Coronado Island, CA

         Assisted the Chef to train staff to success.

         Supervised team members, enforced serv-safe and sanitation proper procedure; and cross-trained team members in every area.

         Devised par level for the restaurant daily production and order guides.

**Sous Chef June 2009 to July 2010**

Buster’s Beach House National City, CA

         Opened the restaurant. Assisted the Chef in every task, like cost control, labor, ordering, scheduling.

         Trusted with key and security code to store. Organize broke down and set up stations

         Supervised team members, enforced serv-safe and sanitation proper procedure; and cross-trained them in every area.

         Devised and maintained par level for the restaurant daily production.

**Pastry Cook and Baker July 2008 to April 2009**

Broadmoor Resort Colorado Springs, CO

         Prepped and baked 1,200 pies for Thanksgiving, giving me the opportunity to be part of the bake-shop team; learning baking skills in a high volume on a daily basis. Baking cakes, cookies, tarts, pies, and cooking fillings for the banquet operations, restaurants, and cafes in the resort.

         Created special-seasonal items for the different premises. Worked with French pastry and gave an oriental twist to the presentation and flavors.

         Decorated and designed cakes for Birthdays, Anniversaries and Weddings according to guest requests; met their expectations 100%.

**Prep Cook August 2007 to June 2008**

Common Plea Pittsburgh, PA

         Prepped all menu items for off-premises catering for parties of 26 to 800 guests; ensured proper stocking of stations.

         Demonstrated a professional attitude and meticulous appearance when serving food to guests.

         Met expectations of management and guests 100% of the time; developed excellent work ethic.

         Assisted the Pastry Chef with preparing breads, pies, cakes and cookies from scratch.

**Chef Manager Sushi Bar September 2006 to August 2007**

Prime Huntington, NY

         **New York Times Review:** *“Best appetizer, beautiful arrangement”*

         Opened restaurant; created a menu and planned new menus for every season and holiday.

         Responded with 100% positive attitude and high energy level during busy times, leadership through daily tasks.

         Recruited and cross-trained employees for the Sushi Bar; encouraged excellent sanitation guidelines.

         Built confidence in staff of 3 to 5 employees; encouraged team player concept and a sense of urgency.

**Cook November 2005 to September 2006**

Café Dolce Vita Deer Park, NY

         Produced Italian cuisine to meet the expectations of the customers and Executive Chef.

         Provided ordering of stock and maintained FIFO in storeroom; kept health par level stocked.

         Operated the back of the house with efficiency when Executive Chef was off; exercised leadership skills.

**Sushi Chef and Seasonal in Banquets September 2003 to September 2005**

Sheraton  Mar del Plata, Bs As

         Organized special events for an average of 20 to 150 guests; developed exemplary organization skills.

         Assisted Chef in preparing 100% of menu items for an average of 150 guests a day; cross-trained in diverse positions.

         Assisted preparing banquets for 100 to 10,000 guests; set a good example for other employees.

**Instructor (Japanese Cuisine I) March 2004 to August 2005**

Chef Instructor Mar del Plate, Bs As

         Demonstrated good communication skills while presenting Japanese Cuisine to 24 students; inspired professionalism 100%; instilled detail-oriented productivity; familiarized with Japanese products.

**CERTIFICATIONS / AFFILIATION**

         NRAEF (National Restaurant Association Education Foundation) ServSafe Sanitation Score: 88

         ACFF (American Culinary Federation Foundation) approved course in nutrition.

         30 Enthusiast courses including cake decoration, bon bons and International cuisines.

         Member of American Culinary Federation of Pittsburgh Chapter.

**HOBBY**

* Acrylic paint.
* Hiking, Travelling, reading.
* Learning.