

Autumn Cates

Hayfield, MN 55940

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Authorized to work in the US for any employer

WORK EXPERIENCE

Teacher Aide

Early Advantage child care - Byron, MN - 2017-05 - Present

Receptionist (Part-time)

Cost Cutters - Rochester, MN - 2017-02 - 2017-03

Cleaning duties, greeting customers, answering phones

Nanny

None - Rochester, MN - 2016-11 - 2017-01

Assistant Manager

Caseys - Hayfield, MN - 2016-08 - 2016-11

Food Service Worker

Mayo - Rochester, MN - 2013-11 - 2016-06

Prepare, serve and deliver food and tube feedings.

Clean and sanitize work area

Sub/Pizza Specialist

Caseys - Hayfield, MN - 2013-08 - 2014-06

Clean and sanitize work areas, equipment, utensils, dishes, or silverware.

Wash, peel, and cut various foods, such as fruits and vegetables, to prepare for cooking or serving.

Mix ingredients for green salads, molded fruit salads, vegetable salads, and pasta salads.

Receive and store food supplies, equipment, and utensils in refrigerators, cupboards, and other storage areas.

Inspect and clean food preparation areas, such as equipment and work surfaces, or serving areas to ensure safe and sanitary food-handling practices

Ensure food is stored and cooked at correct temperature by regulating temperature of ovens, broilers, grills, and roasters.

Baker

Erdman's - Kasson, MN - 2013-06 - 2013-08

Ensure food is stored and cooked at correct temperature by regulating temperature of ovens, broilers, grills, and roasters.

Checks orders for the day and sets up a timeline and production schedule.

Take customers order at the bakery counter

Worked with co-workers as a team

Waitress/Hostess/Line Server/Cashier

Pizza Ranch - Austin, MN - 2012-12 - 2013-06

Food Preparation and Safety

Processing Orders for Pizza and Chicken
Dish Room order and cleanliness
Out the Door Order coordination
Guest Hospitality and Safety
Buffet Coordination and Maintenance
Dining Room Cleanliness

EDUCATION

Business Management

Rochester Community and Technical College - Rochester, MN
2014 - 2017

Diploma

Hayfield High School - Hayfield, MN
1997 - 2014

SKILLS

Customer Service, Proficient in Microsoft Office, Answering Phones, Cash Handling