

# Richard Bodhaine

Loveland, CO 80534

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## Work Experience

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### **Baker**

Einstein Bros.® Bagels - Lakewood, CO

February 2015 to December 2015

Einstein Bagels, Lakewood, CO

Bakers

- Prepare or maintain inventory or production records.
- Order or receive supplies or equipment.
- Roll, knead, cut, or shape dough to form sweet rolls, pie crusts, tarts, cookies, or other products.
- Decorate baked goods, such as cakes or pastries.
- Apply glazes, icings, or other toppings to baked goods, using spatulas or brushes.
- Adapt the quantity of ingredients to match the amount of items to be baked.
- Check equipment to ensure that it meets health and safety regulations and perform maintenance or cleaning, as necessary.
- Check the quality of raw materials to ensure that standards and specifications are met.
- Measure or weigh flour or other ingredients to prepare batters, doughs, fillings, or icings, using scales or graduated containers.
- Observe color of products being baked and adjust oven temperatures, humidity, or conveyor speeds accordingly.
- Place dough in pans, molds, or on sheets and bake in production ovens or on grills.
- Combine measured ingredients in bowls of mixing, blending, or cooking machinery.
- Set oven temperatures and place items into hot ovens for baking.
- Check products for quality and identify damaged or expired goods.

Boston Market, Lakewood, CO

Food Servers, Non restaurant

- Record amounts and types of special food items served to customers.
- Stock service stations with items, such as ice, napkins, or straws.
- Remove trays and stack dishes for return to kitchen after meals are finished.
- Monitor food preparation or serving techniques to ensure that proper procedures are followed.
- Take food orders and relay orders to kitchens or serving counters so they can be filled.
- Clean or sterilize dishes, kitchen utensils, equipment, or facilities.
- Load trays with accessories such as eating utensils, napkins, or condiments.
- Monitor food distribution, ensuring that meals are delivered to the correct recipients and that guidelines, such as those for special diets, are followed.
- Place food servings on plates or trays according to orders or instructions.
- Examine trays to ensure that they contain required items.

Conoco, Boulder, CO

## General and Operations Managers

- Plan or direct activities such as sales promotions that require coordination with other department managers.
- Perform personnel functions such as selection, training, or evaluation.
- Monitor suppliers to ensure that they efficiently and effectively provide needed goods or services within budgetary limits.
- Prepare staff work schedules and assign specific duties.
- Review financial statements, sales or activity reports, or other performance data to measure productivity or goal achievement or to identify areas needing cost reduction or program improvement.

## Education

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### **Vocational in Cosmetology**

Pueblo Community College - Pueblo, CO  
2020

### **High school diploma or GED**

## Skills

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- Food Chain (1 year)
- Warehouse Operations (1 year)
- Baking Techniques (3 years)
- Bakeries (3 years)
- Order Picking (1 year)
- Shipping & Receiving (Less than 1 year)
- Food Preparation (4 years)
- Food Safety (2 years)
- Pallet Jack (1 year)
- Freight Experience (Less than 1 year)
- Forklift (Less than 1 year)
- Load & Unload (2 years)
- Warehouse experience (3 years)
- English (10+ years)
- Basic math (2 years)
- Retail sales (2 years)
- Cashiering (1 year)
- Customer service (2 years)
- Order Picker (Less than 1 year)
- Materials Handling (1 year)
- Packaging (1 year)
- Cash handling (Less than 1 year)

- Manufacturing (Less than 1 year)
- Food production (4 years)
- Detailing (3 years)
- Food handling (1 year)
- Sanitation (1 year)
- Cooking (Less than 1 year)
- Heavy lifting (2 years)
- Cleaning (10+ years)
- Car Wash (2 years)
- Custodial experience
- Cleaning (10+ years)