

## EDWARD L. ALEXANDER | *Executive Chef*

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### *EXECUTIVE SUMMARY*

Dynamic, creative leader in culinary arts with more than 28 years of experience spearheading kitchen and food service operations. Highly adept at cross-functional management between FOH and BOH operations in fast-paced environments. Accurate, cost effective ability to determine volume/guest ratios and appropriate audience-focused dishes. Budget-minded in maintaining inventory and establishing levels, including steering million-dollar operating budgets.

Hands-on manager of production and preparation ensuring economical and timely service. Special talent for staff development in a highly structured kitchen environment including planning, mapping, and training. Earned reputation for high standards and a keen ability to harmonize kitchen operations, staff, and menu to create a cohesive, enjoyable guest experience.

Menu Planning & Execution  
Nutrition Guidelines  
Surplus Utilization  
Recipe Development  
Food Service Manager Certification

Menu Cycles & Planning  
Prep & Cooking Methodologies  
Cost Controls & Budgeting  
Kitchen Layout & Structure  
Member, Louisiana Chef's Association

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### *NOTABLE ACCOMPLISHMENTS*

- Selected *three times to cook for U.S. Congress members* at the Mardi Gras Royal Ball in Washington, D.C. (The Mystick Krewe Of Louisianians Inc.).
- Delivered a *10% budget reduction within one quarter* while boosting food quality.
- *Saved \$3,000 by catering an awards ceremony in-house* - now an annual company practice.
- Slashed high labor costs and *reduced overtime from 300+ hours to just 45 hours*.
- Cut food cost overages *from -\$8,000 to a positive balance of approximately \$6,000*.
- *Reduced food costs quarter-over-quarter from 30% to 18%*.
- *Reached out to Hurricane Katrina victims and officials* by preparing and serving meals.

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### *PROFESSIONAL EXPERIENCE*

Director of Food Service | Executive Chef  
Confidential Corporation | Houston, TX

2010 - Present

Assessed new and existing resident information to accurately implement plan of care within regulations. Increased healthy menu options for senior facility residents with special health care needs. Determined needs and coordinated product and equipment acquisition as well as controlled inventories and supplies. Managed all employee relations in full compliance with HR standards, and drove productivity by developing training for staff for growth opportunities.

Director of Food Service | Executive Chef  
Confidential Corporation | Houston, TX

2008 - 2010

Directed creation of annual goals, objectives, staff development, equipment and inventory, and million-dollar operating budget. Created highly specific menus to adhere to resident's respective health needs. Ensured proper staffing in all areas.

**Executive Chef** 2006 - 2008  
Confidential Corporation | Kingwood, TX

Created healthy menu choices for residents including introduction of new structure and motivational team environment. Introduced Sunday Brunch menu for residents and families. Restructured FOH operations to flow more effectively. Provided extensive training on healthy meal preparation. Increased quality of food produced for the Catering division.

**Lead Cook** 2005 - 2006  
Confidential Corporation | Houston, TX

Ensured proper preparation, presentation, and service of all food items, as well as oversight of scheduling and training of kitchen staff. Served as leader in the absence of the Chef de Cuisine, including opening and closing of food service operations.

**Executive Chef** 2001 - 2005  
Confidential Corporation | Houston, TX

Administered all kitchen related responsibilities from scheduling to inventory, including creation of new, overhauled menu. Volunteered to prepare and provide cooked meals to displaced residents in aftermath of Hurricane Katrina.

Additional Previous Experience:

Sous Chef | Confidential Corporation (1 year) | Lafayette, LA  
Galley Cook | U.S. Marine Corp (4 years) | Okinawa, Japan

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***PROFESSIONAL DEVELOPMENT & AFFILIATIONS***

**Food Service Manager Certification**  
Bureau of Consumer Health Services | Houston Department of Health & Human Services (HDHHS)

**Associate of Applied Science** | Electronics & Computer Engineering Technology  
Confidential College | Baton Rouge, LA

**Member, Louisiana Chef's Association** | Lafayette Chapter | 2002 - Present