



# MICHAEL ANDERSON

## Catering Program Manager

Strategic Catering Operations Manager known for driving operational excellence in high-volume catering environments. This professional combines culinary expertise with a strong business acumen to deliver memorable dining experiences. Skilled in optimizing workflow processes and implementing best practices that enhance service delivery and client satisfaction. Demonstrated success in leading cross-functional teams through complex projects, ensuring alignment with organizational objectives.

### CONTACT

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- San Francisco, CA

### EDUCATION

#### Bachelor of Science in Food Service Management

Cornell University  
2016-2020

### SKILLS

- operational excellence
- team leadership
- budget management
- client relations
- workflow optimization
- event planning

### LANGUAGES

- English
- Spanish
- French

### WORK EXPERIENCE

#### Catering Program Manager

2020-2023

Epicurean Delight

- Managed comprehensive catering programs for multiple high-profile clients.
- Implemented workflow enhancements that reduced service times by 30%.
- Coordinated with culinary teams to design innovative menu offerings.
- Trained staff on operational best practices, leading to a 20% boost in efficiency.
- Monitored event budgets, ensuring adherence to financial plans.
- Established partnerships with local vendors to enhance ingredient quality and sustainability.

#### Senior Event Planner

2019-2020

Caterwell Services

- Planned and executed events for corporate clients, ensuring alignment with brand standards.
- Developed event timelines and coordinated logistics for successful execution.
- Conducted post-event analyses to identify areas for improvement and client feedback.
- Managed vendor relationships, ensuring quality service and timely delivery.
- Collaborated with marketing teams to promote catering services effectively.
- Maintained detailed records of client interactions and event specifics.

### ACHIEVEMENTS

- Recognized for achieving a 98% client satisfaction rate over three consecutive years.
- Awarded 'Innovative Catering Solution' by the Culinary Institute in 2023.
- Successfully managed a high-profile catering event for a global technology company, receiving commendation.