

Applicant : **KCEE CLAIRE G. MENDOZA** -  
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anggerik malaxis 31/18, kota kemuning, shah alam, malaysia  
Availability : **IMMEDIATE**

### **CAREER OBJECTIVE**

Highly skilled and passionate baker with a proven record of creating delectable and visually appealing baked goods. Seeking a challenging position as a Baker in a renowned bakery or culinary establishment where I can utilize my creativity, technical expertise, and strong attention to detail to produce exceptional baked goods that exceed customer expectations consistently.

### **QUALIFICATIONS/SKILLS**

- Extensive experience in baking various pastries, cakes, and desserts.
- Proficient in measuring, mixing, and preparing ingredients to achieve consistent and high-quality results.
- In-depth knowledge of baking techniques, including proofing, kneading, shaping, and baking temperatures.
- Strong understanding of recipe development, ingredient substitutions, and adjusting recipes for quantity and dietary restrictions.
- Skilled in using various baking equipment and tools, such as ovens, mixers, scales, and pastry bags.
- Exceptional attention to detail, ensuring precise measurements and meticulous presentation of finished products.
- Familiarity with food safety regulations and best practices, maintaining a clean and sanitary work environment.
- Ability to multitask and prioritise tasks efficiently, managing time effectively in a fast-paced bakery setting.
- Creativity and artistic flair, adept at decorating and garnishing baked goods to enhance visual appeal.
- Strong communication and teamwork skills, collaborating with colleagues to meet production goals and exceed customer expectations.
- Knowledge and understanding of google workspace for documentation and inventory management

### **EDUCATIONAL BACKGROUND**

Field of Study : Bachelor of Arts in Communication Mgmt.  
Institute : University of East (Manila)

### **PERSONAL INFORMATION**

Age : 27  
Date of Birth : June 07, 1997  
Place of Birth : Philippines  
Citizenship : Filipino

### **PROFESSIONAL WORK HISTORY**

**Name of the Organization: Gula Cakery Group Malaysia**  
**Duration : October 2018- Present**  
**Designation : Head Chef**

- Familiarized methods and techniques of Over 200 cake and cheesecake recipes including French tarts Croissants , danish and puff pastries.
- Oversee and manage all aspects of the bakery's mbaking operations, ensuring the efficient and smooth running of the department.
- Lead and supervise a team of bakers, providing guidance, training, and support to maximize their productivity and skill development.
- Develop and implement baking recipes and techniques, ensuring consistent quality and taste across all baked goods.
- Coordinate and monitor the production schedule to meet customer demands, ensuring timely delivery of fresh and delicious baked goods.
- Manage inventory and order baking ingredients and supplies, maintaining adequate stock levels while minimizing waste and cost.
- Maintain a clean and organized bakery workspace, following food safety and sanitation standards, and ensuring compliance with health regulations.
- Conduct regular quality control checks on finished products, assessing taste, texture, and appearance to maintain the highest standards of excellence.
- Troubleshoot and resolve any issues that arise during the baking process, such as ingredient inconsistencies or equipment malfunctions.
- Collaborate with the management team to develop new bakery products and seasonal offerings, considering customer preferences and market trends.
- Ensure effective communication with other departments, such as the front-of-house staff or sales team, to coordinate orders and address any customer inquiries or special requests.
- Stay updated with industry trends, new baking techniques, and ingredient innovations, incorporating them into the bakery's offerings to provide a competitive edge.
- Monitor and analyze baking department performance, including production efficiency, product quality, and cost control, making recommendations for improvement as needed.
- Foster a positive and collaborative work environment, encouraging teamwork, creativity, and professional growth among the baking staff.

## **REFERENCES**

1. Zreen Sazali +60173869242  
Manager/ HR Gula cakery
2. Barcspain Nea +60195579955  
Owner/ Head baker Nea Fine Bakes 2020-2023
3. Mohd Fauzan Baharom +60 12-444 0401  
Operation Manager Gula Cakery
- 4.

I hereby certify that the above statements are true & correct if, later found to be false or incorrect, I may be subject to immediate dismissal if, then employed to any capacity, whatsoever.