

NAME, R.D.

Address
Address
Telephone

Professional Experience:

GENERAL HOSPITAL

Assistant Manager - Food Production

CITY, STATE
1987 to present

Manage the day-to-day line operation of food production for patient, cafeteria, and extended services use exceeding 5,000 meals per day.

- Oversee standardized meal preparation and develop modified menus as needed.
- Hire, train, supervise, and evaluate a staff of 65 production employees.
- Implement stringent quality assurance programs and sanitary procedures.
- Monitor a large capital operating budget and prepare annual budget reports.
- Train and supervise dietetic interns.

MEMORIAL HOSPITAL

Clinical Dietitian / Acting Chief Clinical Dietitian

CITY, STATE
1985 to 1987

Managed the primary nutritional care for a diverse patient population including critical care and surgical.

- Established departmental policies and procedures.
- Initiated quality assurance program.
- Supervised staff of dietitians, diet technicians, and food services employees.
- Developed curriculum and conducted community classes and educational programs.
- Provided educational services for outpatient population.
- Participated in discharge planning rounds.
- Served on Nutritional Advisory Committee and Infection Control Committee.

MEDICAL COLLEGE HOSPITALS

Dietetic Intern

CITY, STATE
1984

Gained experience and professional training in administration, therapeutic dietetics, community nutrition, clinical research, and teaching. Affiliations included Veterans Administration Medical Center, Federal Reserve Bank, and Treatment Center for Children.

DAY CARE SERVICES

Nutritionist

CITY, STATE
1982 to 1983

Performed a wide variety of special projects primarily focused on training.

- Coordinated weekly training for food service personnel.
 - Designed lesson plans and teaching aids.
 - Administered a grant to develop multimedia training modules for food service personnel.
 - Developed and published a Food Assistance Directory.
 - Implemented usage of a computerized data bank.
 - Planned menus and standardized recipes.
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Education:

COLLEGE

Bachelor of Science in Nutrition

CITY, STATE
1983

Coursework included Food Science, Food Production, Management of Food Service Systems, Dynamics of Management, Accounting, and Business Administration.