



Hello,

My name is Frank Dufay, and I am contacting you because I am interested in working at your facility. I have a strong background in upscale cooking, creating and managing at multiple restaurants over many years.

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I have worked in the restaurant industry for a total of four years at three different restaurants with experience as a manager, sous chef, line cook and caterer, as well as taking orders, reservations and serving.

I am very interested in modern and fusion food, using local and organic ingredients with an emphasis on interesting and creative combinations that are both healthy and satisfying. I am especially adept at using the products at hand (or that need to be used) to come up with new or classic dishes.

I have enjoyed cooking my whole life; as a child when my family would split the meals for a weekend; reading cook books and watching cooking shows to get new ideas and techniques; throwing dinner parties as a showcase for my and my friends' dishes; and making daily meals for my girlfriend.

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I will bring a long term commitment to an upbeat and professional environment. I am a strong learner, enjoy responsibility and problem solving and look forward to the opportunity of working with you.

Thank You,

Frank Dufay

FRANK DUFAY  
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**Bread & Butter Cafe**  
Head Chef  
Portland, OR

03/06 - 08/07

I WORKED AT THIS BREAKFAST AND LUNCH CAFE PRIMARILY ON THE GRILL; MAKING SPECIALS, WORKING THE LINE, PREPPING, ETC. I ALSO DID CUSTOMER SERVICE, HOSTING AND ASSISTED THE CATERING BUSINESS.

**AI&G Insurance**  
Claims Assistant  
Portland, OR

10/01 - 08/05

WORKING MY WAY UP FROM MAIL CLERK TO CLAIMS ASSISTANT, I HELPED UP TO EIGHT CLAIMS ADJUSTERS HANDLE WORKERS COMPENSATION CASES THROUGHOUT THE WEST COAST REGION OVER MULTIPLE JURISDICTIONS.

**KBOO Community Radio**  
Sound Engineer  
Portland, OR

02/01 - 10/01

VOLUNTEERED AS THE BOARD ENGINEER FOR THE MORNING NEWS, SETTING UP AND COORDINATING LIVE ANCHORS WITH NEWS FEEDS, MUSIC AND SPECIAL PROGRAMS.

**Il Piatto**  
Line Cook, Prep Cook  
Portland, OR

08/00 - 03/01

CREATED DISHES AND PREPARED INGREDIENTS USED DURING DINING HOURS AT THIS UPSCALE ITALIAN RESTAURANT, WHILE ALSO MAKING BREADS, SALADS, APPETIZERS, SOUPS, PASTAS, LASAGNAS, ETC.

**Muu-Muu's Big World Diner**  
Breakfast Manager  
Portland, OR

05/98 - 03/00

I WAS THE BREAKFAST MANAGER AT THIS THAI-AMERICAN BISTRO, IN CHARGE OF CREATING NEW DISHES AND SPECIALS, RUNNING THE LINE, MAINTAINING HIGH QUALITY PRODUCT, ORDERING STOCK AND SUPPLIES AND ENSURING A RELIABLE WORKFORCE, ALL IN A HIGHLY ORGANIZED KITCHEN.

**The Belgard Group**  
Graphic Designer, IT Technician  
Hillsboro, OR

09/94 - 09/97

MY RESPONSIBILITIES AT THIS MANAGEMENT CONSULTING COMPANY WERE IN TWO AREAS. PRIMARILY, I WAS IN CHARGE OF DESIGN AND LAYOUT FOR NEW AND CUSTOMIZED PRINTED MANUALS AND WORKBOOKS THAT WERE CONTINUOUSLY BEING CREATED FOR OUR CUSTOMERS. SECONDLY, I SET UP AND MAINTAINED THE MULTI-OFFICE COMPUTER SYSTEMS AND NETWORKS.

**Belgard, Fisher, Rayner, Inc.**  
Warehouse Manager  
Beaverton, OR

09/93 - 09/94

04/90 - 08/92

OVERSEEING THE WAREHOUSE, I WAS IN CHARGE OF PACKAGING, SHIPPING AND RECEIVING, INVENTORY, QUALITY CONTROL AND UPDATING THE CUSTOMER DATABASE AT THIS MANAGEMENT CONSULTING BUSINESS.

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REFERENCES AVAILABLE UPON REQUEST