

UPENDRA SHRESTHA

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OBJECTIVE

Dedicated and skilled Bakery Chef with a strong passion for culinary arts and a commitment to excellence. Seeking a challenging role to leverage my extensive experience in baking and pastry to contribute to a dynamic culinary team. Committed to upholding the highest standards of quality, safety, and innovation in the bakery.

EXPERIENCE

BAKER, APRIL 2022 TO PRESENT

SCHOOL OF BAKING & PASTRY CAFÉ | KATHMANDU, NEPAL

- Prepared and mixed ingredients according to established recipes for a variety of baked goods.
- Operated and maintained commercial ovens, ensuring precise temperature control and baking times.
- Managed the production schedule to meet daily and weekly baking demands.
- Adhered to food safety and sanitation guidelines, maintaining a clean and hygienic workspace.
- Managed inventory levels, conducted ingredient orders, and monitored stock rotation.

BAKER INTERN, APRIL 2022

SCHOOL OF BAKING & PASTRY CAFÉ | KATHMANDU, NEPAL

- Assisted in preparing and measuring ingredients for a variety of baked goods.
- Executed various baking techniques, including mixing, kneading, and shaping dough.
- Participated in dough handling and proofing processes to ensure product quality.
- Operated commercial ovens with precision, managing temperature control and baking times.
- Maintained high quality standards by inspecting baked products for appearance and taste.
- Contributed to inventory management and stock replenishment to support bakery operations.

DATA SPECIALIST (REMOTE), MAR 2018 TO PRESENT

CLOUDFACTORY | LALITPUR, NEPAL

- Effectively managed and maintained data accuracy and confidentiality in the company's database, ensuring data integrity.
- Developed and implemented streamlined data entry procedures, significantly reducing errors and improving efficiency.
- Collaborated with colleagues to identify and resolve data discrepancies and inconsistencies, contributing to data quality.
- Produced reports and summaries that supported management in data-driven decision-making.
- Proficiently utilized data entry software and Microsoft Office applications.

TEACHER COMPUTER SCIENCE, JUN 2010 TO JULY 2014

SHUVATARA SCHOOL | LALITPUR, NEPAL

- Designed engaging and effective lesson plans, fostering a positive and inclusive learning environment.
- Conducted comprehensive assessments to evaluate student progress, personalizing instruction to meet individual needs.
- Collaborated with parents and colleagues to address unique student requirements.
- Actively participated in professional development opportunities to enhance teaching skills.
- Organized and led extracurricular activities and events, enriching the student experience.

EDUCATION AND CERTIFICATIONS

BASIC COURSE IN BAKERY AND PATISSERIE, JAN 2022 – MAR 2022

SCHOOL OF BAKING & PASTRY TECHNOLOGY | KATHMANDU, NEPAL

BACHELOR IN COMPUTER SCIENCE AND INFORMATION TECHNOLOGY, AUG 2014 – FEB 2018

LORD BUDDHA EDUCATION FOUNDATION (SIKKIM MANIPAL UNIVERSITY AFFILIATED) | KATHMANDU, NEPAL

HIGH SCHOOL, 2010

BLUE BIRD HIGHER SECONDARY SCHOOL | LALITPUR, NEPAL

SKILLS

- Baking and Pastry: Proficient in the art of baking, including pastry, breadmaking, cake decoration, and creating a wide range of bakery products.
- Food Safety and Sanitation: Committed to adhering to stringent food safety practices and maintaining a hygienic work environment.
- Leadership and Teamwork: Demonstrated ability to lead a productive team and collaborate effectively with colleagues.
- Time Management: Skilled at prioritizing tasks and meeting deadlines, especially in a fast-paced kitchen.
- Technical Skills: Proficient in various technical skills, including web design, graphic design, interactive multimedia suite, SEO, web promotions, and e-commerce business.
- Languages: Fluent in English, Nepali, and Hindi.

References available upon request.