

Amy Harris

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Local Address

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Permanent Address

294 Greenmeadow Avenue
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Education:

California State University, Chico
Bachelor of Science in Nutrition and Food Science, option in General Dietetics
Bachelor of Science in Nutrition and Food Science, option in Food Service Administration
Expected Graduation: May, 2010
Cumulative GPA: 3.93

California Polytechnic State University, San Luis Obispo
Major: General Dietetics; Minor: Food Science
Completed 83 Quarter units
Cumulative GPA: 3.84

Experience:

Dietary Helper – Oroville Hospital

September 2009 – May 2010
Oroville, CA

- Assemble food for hospital staff as well as snacks for diabetic patients
- Interpret the production sheet and gather all items needed for trayline
- Modify food according to individual patient's diet order
- Take initiative to help other staff members deliver late trays, wash dishes, put away dishes and re-stock the trayline station

Nutrition Office Assistant – California State University, Chico

September 2009 – May 2010
Chico, CA

- Maintain cleanliness and organization within the nutrition office
- Use various Microsoft Office applications to create fliers, newsletters, spreadsheets and posters for the nutrition department
- Supervise upkeep of nutrition bulletin boards to ensure accuracy and currency of information
- Maintain open communication with nutrition teachers and provide assistance when needed

Intern - National Association of College University Food Service (NACUFS)

Summer 2009
Rutgers University, NJ

- Gained experience in all areas of food service including:
 - Catering, food preparation, concessions, nutrition, accounting, inventory, production, food ordering, forecasting, marketing, human resources and cash operations
- Created, managed and executed an entire lunch from menu creation to food preparation and presentation for the Rutgers faculty dining room serving 400 people

Office Assistant – Anne Stone, MS, RD

Summers 2005 - 2008
Thousand Oaks, CA

- Assisted in creating menus for clients according to their specific needs and outcome goals
- Communicated with clients to help schedule appointments, serving as a liaison between the client and the Registered Dietitian
- Created supplemental handouts for clients to promote understanding of the nutrition related problem

Teacher's Assistant - California State University, Chico

September 2007 - December 2008
Chico, CA

- Demonstrated good use of time management by grading papers and exams for three nutrition professors
- Maintained confidentiality and trust by inputting student grades into the computer and communicating any concerns I had with the professors
- Created a Powerpoint presentation about the Nutrikids nutrition software which I used to teach an upper division nutrition class about the program

Volunteer:

- Student Nutrition Intern – PASSAGES/Area Agency on Aging** February 2010 – May 2010
Chico, CA
- Create monthly menus ensuring that the nutrient content of the meals are in compliance with Title III-C Elderly Nutrition Program
 - Visit sites served by Area 3 to inspect paperwork, kitchen sanitation and food safety procedures
 - Develop a nutrition education plan specific to the elderly population
 - Create supplemental handouts and brochures to reinforce nutrition education
- Intern – Lifelong Eating and Activity Patterns (LEAP) for Families** January 2009 – May 2009
Oroville, CA
- Created a poster and flier for the program using Microsoft Publisher with a team of nutrition professionals
 - Advertised and marketed the program through local doctors' offices, dietitians, community nutrition programs, and Farmer's Markets
- Intern - Department of Education** October 2007 – May 2008
Chico, CA
- Input ingredients, recipes and menus into the NutriKids software program
 - Analyzed school menus to ensure schools were meeting required nutrition guidelines
 - Suggested corrective action if the schools did not meet the required nutrient standards for breakfast or lunch
 - Audited a school to make sure they were in compliance with federal regulations
 - Verified that the reduced and free meal paperwork was up to date and complete

Honors/Awards/Publications:

- California Polytechnic State University, San Luis Obispo Dean's List, Fall 2005 - Spring 2007
- California State University, Chico Dean's List, Fall 2007 - Present
- California State University, Chico Floyd English Scholarship, 2 year recipient, 2008 - 2010
- Southwestern Bell Communications (SBC), 4 year college scholarship, 2005 - 2009
- National Society of Collegiate Scholars
- MBNA Marketing Scholarship through the American Dietetic Association
- Member of Phi Kappa Phi Honors Society
- Newspaper publication: Harris, A. "The Skinny on the Freshman 15." *Chico News & Review* 33.2 (2009): 18. Print

Clubs &Affiliations:

- California Polytechnic State University, San Luis Obispo - Nutrition Club member
- California State University, Chico - Nutrition and Food Science Association Club member
- School Nutrition Association, 2007 - present
- American Dietetic Association, 2007 - present
- California Dietetic Association, 2007 - present
- Nutrition Bowl participant 2008, 4th place

Skills/Certifications:

- Type 93 WPM
- Hazard Analysis and Critical Control Points (HACCP) certified
- ServSafe Certification February 2009, through the National Restaurant Association

Proficient in:

- Word
- Excel
- Powerpoint
- Publisher
- Windows
- NutriKids
- Diet Analysis Plus