

DIANE KUCERA

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WEBSITES, PORTFOLIOS, PROFILES

- www.countrycatering.net

PROFESSIONAL SUMMARY

Strong leader and problem-solver dedicated to streamlining operations to decrease costs and promote organizational efficiency. Uses independent decision-making skills and sound judgment to positively impact company success. Responsible for the day-to-day operations and long term decision making for the company.

SKILLS

- Financial Management-Responsible for the day-to-day operation and long term decision making of the company
- Customer Relations-Daily interaction with customers via phone, social media and in person
- Budget Development-maintain percentages to give the customer great value while maintaining profitability
- Team Oversight
- Business Administration

WORK HISTORY

12/2000 to Current

Owner/Manager

Country Catering INC – 78375 Wpa Sherman Ave

- Cultivated forward-thinking, inclusive and performance-driven company culture to lead industry innovations.
- Oversaw business budget planning and administration, accounting functions, purchasing, and weekly payroll to handle financial needs.
- Established foundational processes for business operations.
- Evaluated suppliers to maintain cost controls and improve operations.
- Founded and managed home based catering business.
- Prepared bank deposits and handled business sales, returns and transaction reports.
- Trained and motivated employees to perform daily business functions.
- Organized and attended trade shows and special events to showcase products,

network with other businesses and attract new customers.

- Monitored market conditions to set accurate product pricing and take advantage of emerging trends.

06/1996 to 12/2000 **Food Service Director**

Ravenna Public Schools – Ravenna, NE

- Maintained kitchen cleanliness and sanitation through correct procedures and scheduled cleaning of surfaces and equipment.
- Developed strategies to improve School food service levels for busy facility handling 400+ meals each day.
- Spearheaded regular maintenance and repair operations to keep building and equipment in peak condition.
- Created and deployed successful strategies to boost performance, streamline food prep processes and reduce waste.

01/1991 to 06/1996 **Food Service Supervisor**

VVS Canteen – Eaton Corporation, Kearney, NE

Managed 24 hour/7 day a week cafeteria

- Ordered new supplies and food to maintain service levels.
- Maintained compliance with company policies and procedures for food safety, sanitation, and quality.
- Established and managed team schedules and shift assignments.
- Trained and supervised new staff to enhance customer service skills and comply with food safety standards.

08/1983 to 12/1990 **Manager**

Ravenna Country Club – Ravenna, NE

- Successfully managed budgets and allocated resources to maximize productivity and profitability.
- Onboarded new employees with training and new hire documentation.
- Cross-trained existing employees to maximize team agility and performance.
- Improved marketing to attract new customers and promote business.

EDUCATION

10/2020

ServSafe Food Production Manager Certificate: Food Safety
ServSafe - Online

06/2001

School Food Service Management Course: Kitchen Management
University of Nebraska - Lincoln - Lincoln, NE

- Awarded "Outstanding" Food service supporter in 2008-Nebraska National Guard

- BEST of 2013 -Best Caterer award by mywedding.com
- Awarded BEST OF THE BEST caterer by Custer County Chief in 2019
- Awarded Reader's Choice awards BEST OF KEARNEY in 2020

WWW.COUNTRYCATERING.NET

Country Catering INC is an off premise food catering company. We "Cater" to you!
Country Catering INC travels within the state lines of the State of Nebraska.
Country Catering INC specializes in made from scratch salads, meats, breads, desserts.