**[JANE A. CHESTNUTT](https://neworks.nebraska.gov/vosnet/resume/resumecontactinfo.aspx?enc=G8dsg30eBp+JLZcsYms32SBXjMmI/J1Rwc0wrDHdEbH9gMvdcmEc2J/QMqp96pSw" \o "Contact Information)**

79029 Road 409

Arnold Ne.69120

Phone 308-539-6464

janechestnutt@gmail.com

[**Objective**](https://neworks.nebraska.gov/vosnet/Resume/IndObjective.aspx?enc=G8dsg30eBp+JLZcsYms32SBXjMmI/J1Rwc0wrDHdEbH9gMvdcmEc2J/QMqp96pSw)

To obtain a position where I can use myVeterinary experience to succeed in a fast paced environment.

**Employment History**

**Bar owner/ operato, Barender, Cook, and Server Arnold, NE**

* Monitor compliance with health and fire regulations regarding food preparation and serving.
* Monitor food preparation methods, portion sizes, and garnishing and presentation of food to ensure that food is prepared and presented in an acceptable manner.
* Count money and make bank deposits.
* Resolve complaints regarding food quality, service, or accommodations.
* Schedule and receive food and beverage deliveries, checking delivery contents to verify product quality and quantity.

Maintain food and equipment inventories, and keep inventory records.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Tax Preparer** | | | | |
| 01/2014 - 04/2014 | Jackson Hewitt Tax Services | | | North Platte, NE |
| * Interview clients to obtain additional information on taxable income and deductible expenses and allowances. * Use all appropriate adjustments, deductions, and credits to keep clients' taxes to a minimum. * Prepare simple to complex tax returns for individuals or small businesses. * Answer questions and provide future tax planning to clients. * Review financial records such as income statements and documentation of expenditures to determine forms needed to prepare tax returns. | | | | |
| **Customer Service, Cook, Cashier** | | | | |
| 03/2012 - 01/2014 | Kimbers | | | Stapleton, NE |
| * Receive payment by cash, check, credit cards, vouchers, or automatic debits. * Issue receipts, refunds, credits, or change due to customers. * Assist customers by providing information and resolving their complaints. * Establish prices of goods, services, operate cash registers and optical price scanners. * Greet customers entering establishments. * Answer customers' questions, and provide information on procedures or policies. | | | | |
| **Bartender, Cook, Owner/Operator** | | | | |
| 09/2009 - 01/2012 | | Brazen Jane's Bar N Grill | Maxwell, NE | |
| * Monitor compliance with health and fire regulations regarding food preparation and serving. * Monitor food preparation methods, portion sizes, and garnishing and presentation of food to ensure that food is prepared and presented in an acceptable manner. * Count money and make bank deposits. * Resolve complaints regarding food quality, service, or accommodations. * Schedule and receive food and beverage deliveries, checking delivery contents to verify product quality and quantity. * Maintain food and equipment inventories, and keep inventory records. | | | | |

[**Education and Training**](https://neworks.nebraska.gov/vosnet/ind/indeducation.aspx?enc=1HxZxiUsVigozofLgMdRgPcscAlKhL4UJzBtDbwacn4=)

|  |  |  |  |
| --- | --- | --- | --- |
| **Issuing Institution** | **Location** | **Qualification** | **Course of Study** |
| Nebraska College of Technical Agriculture | NE | Associate's Degree | Veterinary Technology |
| Western Iowa Tech Community College | NE | Associate's Degree | Police Science |

[**JANE A. CHESTNUTT**](https://neworks.nebraska.gov/vosnet/resume/resumecontactinfo.aspx?enc=G8dsg30eBp+JLZcsYms32SBXjMmI/J1Rwc0wrDHdEbH9gMvdcmEc2J/QMqp96pSw)

79029 Road 409

Arnold, Ne. 69120  
Phone: 308-539-6464  
janechestnutt@gmail.com

[**Detailed References**](https://neworks.nebraska.gov/vosnet/Resume/IndReferences.aspx?enc=G8dsg30eBp+JLZcsYms32VkXN85Te8P1dmAiZSw6iKzMIYaMUyrYGFqKs+JqTQSi)

Lori Englehart, Office Manager  
Jackson Hewitt  
308-660-3827  
Supervisor reference known for 3 year(s).

Lisa Tubbs CAN

Great Plains Hospital

308-532-0164

Known for 22 years