



The Restaurant School at
Walnut Hill College

Career Development Research Guide



You will find this guide useful if you need information about the following subjects:

Resume Building
Portfolio Building
Interview Skills

BOOKS

- ❖ Search the [Library Catalog](#) to find out what books on your topic are in the library
- ❖ Browse our shelves
- ❖ Ask for help if you need help locating materials

The following table shows the call number ranges of career development related books:

HF 5381 – HF 5549	Career Development
HF 5549.5.I6	Interviewing
HF 5383	Resume Writing & Cover Letters

MAGAZINES

The library subscribes to many [magazines](#) which you may find helpful – you can read them in the library or visit their websites.

Some of these magazines deal with professional issues and current affairs it may be helpful for you to know about during interviews, such as:

- ❖ [Chef Educator Today](#)
- ❖ [Nation's Restaurant News](#) (requires free registration)
- ❖ [Pennsylvania's Wines & Liquors Quarterly](#)
- ❖ [Produce Business](#)
- ❖ [Restaurant Report](#)

ELECTRONIC DATABASES

Search our online [databases](#) for other useful resources or ask us for recommendations.

Suggested resources include:

- ❖ Hospitality & Tourism Complete
- ❖ Lexis-Nexis Academic Universe

CAREER SUCCESS OFFICE

- ❖ Visit the [Career Success Office](#) on the 2nd floor at Allison Mansion
- ❖ Make an appointment with the Career Success Coordinator, Mr. Jim Ward (jward@walnuthillcollege.edu)
- ❖ Take advantage of resume review service and individual career counseling
- ❖ Look out for information about [Career Fairs](#) and on-campus recruitment
- ❖ Search [Job Listings](#) and [Internships](#)
- ❖ Read The Restaurant School's [Guide to Networking](#)

WEBSITES

REMEMBER TO **EVALUATE** THE SITES YOU FIND ON THE INTERNET!! Some sample appropriate websites include:

Resume Building

[Resume Tips for Culinary Professionals](#)

Covers the basics and the dos and don'ts of resume writing.

[Resume Tips](#)

Outlines key information you might want to include on your resume.

Sample resumes

- 1) <http://www.jwu.edu/uploadedFiles/Documents/Careers/JWUCareersResumesCul.pdf>
Offered by the Experiential Education & Career Services at Johnson & Wales University.
- 2) <http://www.resume-resource.com/pdf/exbc15.pdf>

Portfolio Building

[How to Make a Culinary Portfolio](#)

11-step guide to creating an online portfolio. Could easily be adapted to create a print portfolio.

Sample portfolio

- 1) <http://www.ourstudentportfolios.com/portfolio.aspx?id=14932>
Graduate from the Culinary Arts program at the Art Institute of Fort Lauderdale
- 2) <http://www.ourstudentportfolios.com/portfolio.aspx?id=28255>
Graduate from the Culinary Arts program at the Art Institute of California
- 3) <http://jennysculinaryportfolio.weebly.com/index.html>
Example of different style of culinary portfolio
- 4) https://beaconart.digication.com/kayla_m_capstone/Culinary_Arts_Portfo1/published
Culinary student at a Charter High School

Interview Skills

[Interview Techniques & Tips](#)

Useful tips on preparing for interviews

[9 Popular Interview Questions](#)

Offers guidance on how you might answer popular questions

Career Advice

[US Bureau of Labor Statistics: Occupational Outlook Handbook](#)

Summaries of job descriptions, education, training, pay and job outlook for Chefs & Head Cooks

[Steps to Becoming a Head Chef](#)

Offers an outline of the career track from Commis Chef to Head Chef.

[Careers for Bakers](#)

This website talks about the career paths open to those with baking and pastry degrees.

[Job Profiles](#)

Chef2Chef Culinary Portal spotlights several career options.

Interviews with Chefs

- 1) <http://cookingschools.com/resources/an-interview-with-chef-alex-askew-black-culinarian-alliance>
- 2) <http://cookingschools.com/resources/interview-with-chef-ann-cooper>
- 3) <http://cookingschools.com/resources/an-interview-with-pastry-chef-jacquy-pfeiffer>
- 4) <http://reluctantgourmet.com/tips-guides/chef-interviews/item/355-jalisa-mckeown>

Need additional information or help using resources?

- ❖ Visit the [Library Page](#)
- ❖ Email us at mcopp@walnuthillcollege.edu
- ❖ Call us at 267-295-2351
- ❖ Stop by and see us 😊
- ❖ Mr. Ward careeroffice@walnuthillcollege.edu (267) 295-2306