

ADAM CHAPLAN – HOSPITALITY & MANUFACTURING PROCUREMENT PROFESSIONAL

Monterey, CA • 415.652.8535 • adam.chaplan@gmail.com • LinkedIn: adamchaplan

Career Narrative & Signature Strengths

Results driven and efficiency focused hospitality and culinary procurement professional with an expertise in purchasing, culinary arts, and inventory control management. Demonstrated history in maximizing profitability as well as ensuring guest and team member satisfaction. Expertise in implementing cost saving measures to achieve reduction or rejection of materials and negotiating with vendors. Possess extensive background in overseeing all facets of food and beverage service, from introducing leading-edge technology to developing and designing new restaurant, purchasing food and beverages and managing facilities and support services. Metrics and trends analyst talented at identifying and leveraging unutilized capacities and opportunities.

- Enterprise Resource Planning
- Supplier Selection & Development
- Logistics Planning & Cost Reduction
- Food & Beverages Purchasing
- Menu Planning & Design
- Experience using a computerized data software Management system
- Staff Training & Development
- Resource Allocation & Management
- Trend Anticipation & Forecasting
- Resource Allocation & Management
- Professional experience using Microsoft Excel, Word, Outlook, and PowerPoint
- Vendor Relations & Contract Negotiation

Recent Experience & Milestones

Notary Now

Notary Public Signing Agent / Business Owner

Monterey, CA

January 2021 – Present

- Assuring and proving identity following legal protocol
- Providing in-house and mobile notarial services
- Specializes in Home Refi, Reverse Mortgages, Trusts, Power of Attorney, Affidavits of Identity, and out-of-state automobile Title Transfers

Forno Bravo

Senior Buyer Planner

Castroville, CA

June 2022 – February 2023

- Managed relationships with key suppliers of raw materials, production equipment, and supplies to ensure a consistent supply of materials to meet operating requirements
- Worked closely with overseas companies to ensure a consistent and timely supply chain of products that included tile, ceramic boards, and blankets from Shanghai, China, and oven accessories and supplies from Pistoia, Italy
- Managed a team of 30-35 people and co-managed a 100,000 square foot warehouse
- Reported to a corporate team based in Colorado Springs, CO
- Financially responsible for a \$2m revolving inventory
- Shared responsibilities for hiring, firing, and ongoing training for warehouse staff
- Managed OSHA processes and procedures
- Worked in Pull system contracting, supplier agreements, VMI programs and vendor relations management
- Delivered weekly reports consisting of financials, cycle counts, OSHA compliance, shrink/spoilage, and truck/forklift checklists
- Negotiated cost savings initiatives within the supply chain
- Succeeded in achieving benchmarks set by general manager and the corporate office

ADAM CHAPLAN – HOSPITALITY & MANUFACTURING PROCUREMENT PROFESSIONAL

Monterey, CA • 415.652.8535 • adam.chaplan@gmail.com • LinkedIn: adamchaplan

Cavallo Point Lodge

Culinary Purchasing Manager

Sausalito, CA

May 2019 – June 2020

I worked as a procurement manager to achieve food and beverage revenue, profit and customer satisfaction goals by maintaining a clean, sanitized kitchen and managing all inventory.

- Developed and implemented strategies for purchasing area aligned with the company's food and beverage objectives
- Created an environment for employees aligned with the company culture through constant communication and reinforcement
- Communicated and reinforced the service vision for the organization to supervisors and employees
- Expressed the verbal and written communication skills needed to convey information in a clear, concise, organized, and relevant manner to help others understand our objectives and priorities
- Ensured the delivery of the company experience by reviewing operations from the customer's perspective as well as from a business perspective
- Kept current on pulse of the guests, constantly seeking opportunities to follow up on their experience
- Shaped, implemented, and managed the procurement strategy throughout the supply and procurement cycle
- Analytical skills and the ability to assess problems, secure relevant policy information, identify possible causes, develop options for solutions, and make logical recommendations
- Ensured compliance with legislation throughout our supply chain
- Database and Inventory Management
- Strong customer service skills and experience working with the public
- Knowledge of the basic principles of supply chain management, procurement materials, best value procurement, and environmental green building

AQUA TERRA Culinary, Inc

Catering Chef

Carmel, CA

August 2018 – April 2019

- Ability to work well in a team environment, making positive contributions and assisting others as necessary
- Increased quality of production through the utilization of quick and efficient knife and cooking techniques
- Strictly adhered to all directions in accordance with established production guidelines
- Ability to develop and maintain productive working relationships with a diverse work force
- Charged with assessing recipe batch sizes and preparing ingredients accordingly
- Developed award-winning menus via incorporating client requests and dietary needs
- Oversaw the preparation of event spaces prior to functions; assist with arranging tables and chairs as well as properly set tables with linens and place settings

Flaherty's Seafood Grill - The Village Corner

Purchasing/Inventory, Consultant

Carmel, CA

March 2017 – April 2019

- Champion the initiation and management of relationships with vendors, negotiating prices of ingredients and equipment
- Key player in the planning of meals and development of menus
- Demonstrate continuous commitment to ensuring product stock is adequate for all distribution channels and can cover direct demand from customers
- Pioneer the maintenance of updated records of purchased products, delivery information and invoices

Performance Food Group

High Volume Commodity Buyer

Santa Cruz, CA

December 2017 – May 2018

- Researched and identified profitable suppliers and initiated business and organization partnerships
- Mounted strategies that achieved cost-effective deals and maintained trust relationships through the evaluation of suppliers

ADAM CHAPLAN – HOSPITALITY & MANUFACTURING PROCUREMENT PROFESSIONAL

Monterey, CA • 415.652.8535 • adam.chaplan@gmail.com • LinkedIn: adamchaplan

- Developed and established relationships with key suppliers to maintain quality of goods, timely delivery and compliance to terms of contracts
- Supervised and scrutinized various levels of business supplies and raw materials to identify shortages
- Excellent interprofessional skills and the ability to work professionally with managers, executives, operations staff, other agencies, vendors, and regulators

Ca'Momi Napa Valley

Director of Procurement and Commissary

Napa, CA

October 2015 – February 2016

- Played an instrumental role in the operation and management of all equipment, facility, utilities and general kitchen use
- Analytically tracked and reported key functional metrics to reduce expenses and improve effectiveness
- Executed the function of ensuring adequate risk management for supply contracts and agreements
- Impact driving force behind the drafting and enforcement of Standard Operating Procedures (SOP) to be adhered to within the restaurant
- Trained and mentored all support staff throughout their culinary growth in an environment of teamwork and cooperation
- Proactively developed solutions to customer issues, including pricing discrepancies, product shortages and shipment delays
- Knowledge of the basic principles of supply chain management, procurement materials, best value procurement, and environmental green building

Prior Experience

Whole Foods Market

Buyer

San Francisco, CA

July 2010 – November 2013

Flagship Staffing (Facebook Campus)

Chef

Menlo Park, CA

March 2008 – July 2009

Bon Appetit (Google Campus)

Chef

Mountain View, CA

January 2005 – December 2006

Carmel Inn For Seniors

Administrator

Carmel, CA

January 2000 – November 2005

Education & Certifications

Notary Now (Commission #2359251)

State of California Notary Public

Associate of Science, Hotel and Restaurant Management

City College of San Francisco, San Francisco, CA

ServSafe

California Food Handler

Certified Purchasing Professional (CPP #122641P)

American Purchasing Society

Service & Memberships

National Notary Associations

Member, 2021 – Present

Carmel Youth Center

Board Member, 2017 – 2018

American Culinary Federation

Member

The American Institute of Food & Wine

Member