

Rashid Islam

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SUMMARY OF QUALIFICATIONS

- Over 10 years' experience working with disadvantaged and at-risk populations, including people who are homeless, in recovery or reentering society after incarceration
- Over 4,000 hours completed towards CADAC Certification
- Demonstrated ability to interview clients sensitively and facilitate groups of up to 16 people
- Trained to counsel clients in family dynamics, domestic violence, and opiate and other drug therapy.

WORK HISTORY

Patient Aide

TIFC, San Pedro, California

2014 - 2016

- Helped patients move in and out of beds, baths, wheelchairs
- Interacted with patients to keep them mentally healthy and alert
- Kept records of patient care, condition, progress, and problems to report to supervisor and other care providers

Counselor

Successful Addiction Alternatives Counseling Services Vallejo, California

2006 - 2008

- Conducted intakes and interviews to compile client history and determine needs
- Facilitated educational groups to provide information and support to participants
- Performed duties and counseling services in a clinic that dispensed methadone
- Provided opioid therapy under the supervision of medical and psychiatric staff
- Maintained patient charts and assessment forms to inform doctors' decisions about dosing levels

Counselor/ Residential Manager

Center on Juvenile and Criminal Justice, San Francisco, CA

2001 - 2005

- Conducted intakes and screening techniques using clinical strategies with clients
- Facilitated group meetings
- Made referrals to community services
- Maintained client records and prepared reports about interactions with clients

Housing Coordinator/ Counselor/ Facilitator

Haight-Ashbury Free Clinic, San Francisco, CA

1995 - 2002

- Developed curricula and handouts for group sessions
- Kept attendance records and produced reports
- Counseled people in one-on-one sessions to facilitate housing
- Worked with other personnel and departments to identify appropriate referrals for participants

EDUCATION

CAADAC Candidate (course and internship completed)

Expected 2017

A.A. Degree Candidate, College of San Mateo

Expected 2017

Certificate, Alcohol and Drug Treatment Program, College of San Mateo

1999

Dishwasher Test

Score / 10

C 1) After washing your hands, which item should be used to dry them?
a) Clean apron
b) Sanitized wiping cloth
c) Single use paper towel
d) Common used cloth

80%

C 2) While washing dishes by hand, which item should you wear?
a) Cutting glove
b) Oven Mitt
c) Rubber glove
d) Nothing

D 3) When should you wash your hands?
a) Before you start work
b) After handling non-food items (garbage, money, cleaning chemicals)
c) After using the restroom
d) All of the above

B 4) If you need to move a heavy load, you should PULL and not PUSH the object.
a) True
b) False

E 5) Which of the following could you be at risk for getting burned from?
a) Steam from boiling pots
b) Hot liquids (coffee, soup, tea)
c) Hot equipment (ovens, pots, chafing dishes)
d) Harsh chemicals
e) All of the above

A 6) All work-related injuries, accidents or illnesses should be reported immediately to the supervisor on duty.
a) True
b) False

C 7) What should you do if you spill liquids or see a liquid spill?
a) Leave it for someone else to clean-up
b) Wait until the end of your shift to clean it
c) Flag the spill and clean it immediately
d) Not sure

C 8) When handling hot items you should?
a) Wear rubber gloves
b) No need to wear anything
c) Use an oven mitt or dry cloth towel
d) Nothing

A 9) If you are using a three-compartment sink for cleaning and sanitizing, the second sink is used for?
a) Rinsing
b) Scraping
c) Washing
d) Sanitizing

B 10) What is the proper method for cleaning and sanitizing stationary equipment?
a) Spray with a strong cleaning solution and wipe with a sanitized cloth
b) Spray with a sanitizing solution, then rinse with clean water and dry
c) Wash and rinse, then wipe or spray with a chemical-sanitizing solution
d) Brush off loose soil with a clean cloth, then wipe with a sanitizing solution

Cashier Test

Score / 15

B 1) A roll of quarters is worth?

- a) \$5.00
- b) \$10.00
- c) \$15.00
- d) \$20.00

80%

A 2) A roll of dimes is worth?

- a) \$5.00
- b) \$4.00
- c) \$3.00
- d) \$2.00

D 3) A roll of nickels is worth?

- a) \$8.00
- b) \$6.00
- c) \$4.00
- d) \$2.00

A 4) A roll of pennies is worth?

- a) \$1.00
- b) \$0.75
- c) \$0.50
- d) \$0.25

C 5) What does POS stand for?

- a) Patience over standards
- b) Percentage of sales
- c) Point of sales
- d) People over service

8.5 6) What is the current sales tax rate in your city 8 1/2?

8.5%

C 7) A customer buys a bowl of soup for \$1.25, an apple \$0.90 and a soda is \$0.79. If you are given \$10.00 how much change should you give back?

- a) \$4.06
- b) \$2.06
- c) \$7.06
- d) \$5.06

B 8) A customer buys two shirts for 10.50 each and two ball caps for \$7.25 each. If you are given \$50.00 how much change should you give back?

- a) \$19.50
- b) \$14.50
- c) \$9.50
- d) \$4.50

D 9) A customer buys soda for \$3.75 and a hot dog for \$4.25. If you are given \$20.00 how much change should you give back?

- a) \$6.00
- b) \$8.00
- c) \$10.00
- d) \$12.00

A 10) A customer buys two hamburgers at \$3.75 each, two bags of chips at \$1.25 each, two cookies at \$2.50 each and two sodas at \$3.25 each. If you are given \$100.00 how much change should you give back?

- a) \$78.50
- b) \$58.50
- c) \$38.50
- d) \$28.50