

Ninoska Kob

625 Bush Street, San Francisco CA 94164

Phone: 415-574-9805

Email: nkob@mail.ccsf.edu

RELEVANT SKILLS & EXPERIENCE

- Experienced in cashier position.
- Strong customer relations skills
- Excellent organizational skill and basic computer skill
- Reliable, dependable and punctual to the work place
- Hard working and have some security experience
- Flower design and processing experience
- Fashion experience with clothes, shoes and accessories

WORK HISTORY

X St. Moritz

03/2013 – Present (On-call)

Message Therapist / Manicure/ Pedicure/ Receptionist

- Perform numerous massage modalities and adjust delivery mode to address the needs of customer.
- General understanding of body treatment and willing and able to learn the products and services.
- Therapist must be willing and capable to deliver on site in a corporate setting (incidental travel, set-up and tear down) in addition to a spa like environment.
- Must function as an active member of an integrated health and wellness team and support department wide events and strategies.

2 Saw Entertainment

08/2003 – Present

Cocktail Waitress/ Sales Drink/ Cashier

- Take customer's order, serve food and beverages, prepare itemized checks, sometimes accept payments and familiar with menu.
- Perform additional duties, which may include escorting guests to tables, serving customers seated at counters, setting up and clearing tables, or operating a cash register.
- Answer the phone call and questions from the customers.

I-Hop

03/2000 – 04/2013

Hostess / Cashier **LOMBARD**

- Responsible for handling cash / credit cards in an accurate and responsible manner following all cash handling policies and procedures.
- Responsible for courteously and cheerfully greeting / seating customers, answering the phones, taking/ preparing To-Go orders, assist in delivering food / beverages; maintaining cleanliness of the restaurant.
- Be able to lift at least and/ or move up to 25 pounds, and have full mobility of hands and arms while performing repetitive tasks.

City College of San Francisco

08/2007 – 02/2013

Sales / Stock Clerk

- Responsible for handling cash/ credit cards in an accurate and responsible manner following all cash handling policies and procedures.
- Responsible for cheerfully greeting/ seating customers, answering the phone and organized the shelves.

EDUCATION

City College of San Francisco, G.E.D.

SF School of Massage, Massage License

Marinello School of Beauty, Manicure License

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

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

BA 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, chaffing 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

C 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
- 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
- U/A 4) A roll of pennies is worth?
a) \$1.00
b) \$0.75
c) \$0.50
d) \$0.25
- UB 5) What does POS stand for?
a) Patience over standards
b) Percentage of sales
c) Point of sales
d) People over service
- 9.50% 6) What is the current sales tax rate in your city 9.50% SF 8.75
- 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