

Randy Taylor, Jr.

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Objective: To obtain a challenging position within a company where I can make a contribution and further develop my skills and abilities.

Qualifications:

- Two years experience in providing outstanding customer service
- Excellent written and verbal communication skills
- Experienced operating a POS system and handling cash
- Skilled in operating a chainsaw, pole saw, hedge trimmers and trimmers
- Ability to lift, push and pull 50lbs
- Experience loading and unloading merchandise and stocking in warehouse
- Experience with zero-waste management

Work History:

03/12 to 04/14

Landmark Security
Security Guard

Oakland, CA

- Gave information and directions to people attending events
- Was aware of surroundings at all times and reported problems
- Maintained a safe, free-flowing work environment at all times
- Resolved challenging situations with a calm manner
- Worked in many different environments with diverse groups of people

04/13 to 07/13

Jack In The Box
Cashier

San Francisco, CA

- Greeted customers and took orders
- Filled orders, cashiered and provided accurate change and purchase receipt for each sale
- Followed food safety procedures
- Responsible for resolving customer complaints, cleaning facility and balancing cash drawer

03/12 to 12/12

Taz Auto Detailing
Car Washer

San Francisco, CA

- Determine customer needs required services and rates
- Detailed cars which included polishing the interior and exterior
- Received customers request and answered the phone
- Promoted business by passing out flyers and engaging clients

Education:

Attending **Gateway to College Program** at City College of San Francisco, High School Diploma expected 5/2104

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

90

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 A 4) If you need to move a heavy load, you should PULL and not PUSH the object.

- a) True
- b) False

C 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

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

86%

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

AC 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

C 6) What is the current sales tax rate in your city 9% ?

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

A 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

J 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