

Mitchel Phillips

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SKILLS SUMMARY

Mill Worker

- Lifted raw materials, finished products, and packed items, manually or using hoists
- Separated products according to weight, grade, size, or composition of materials used to produce them
- Signaled coworkers to direct them to move products during the production process
- Attached slings, ropes, or cables to objects such as pipes, hoses, or bundles
- Cleaned and lubricated equipment
- Sorted lumber by dimension and stacked them into units

Garbage Collector

- Inspected trucks prior to beginning routes to ensure safe operating condition
- Dumped refuse or recyclable materials at disposal sites
- Drove trucks, following established routes, through residential streets or alleys or through business or industrial areas
- Operated equipment that compresses collected refuse
- Operated automated or semi-automated hoisting devices that raise refuse bins and dump contents into openings in truck bodies

Cashier

- Received payment by cash, check, credit cards, vouchers, or automatic debits
- Greeted customers entering establishments
- Counted money in cash drawers at the beginning of shifts to ensure that amounts are correct and that there is adequate change
- Computed and recorded totals of transactions

WORK HISTORY

Mill Worker

- Britt Lumber, Arcata, CA

1 year

Garbage Collector

- Eel River Disposal, Fortuna, CA

1 year

Cashier

- Exxon, Antioch, CA

1 year

EDUCATION

GED

Baden High School, South San Francisco, CA

- 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
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- 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, 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
- d 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
- 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
- c 6) What is the current sales tax rate in your city 12 1/2 %?
$$\begin{array}{r} 125 \\ + 169 \\ \hline 294 \end{array}$$
$$\begin{array}{r} 1000 \\ - 294 \\ \hline \end{array}$$
- 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
$$\begin{array}{r} 480 \\ - 17.75 \\ \hline 302.25 \end{array}$$
$$\begin{array}{r} 50.00 \\ - 17.75 \\ \hline 32.25 \end{array}$$
- 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
$$\begin{array}{r} 100 \\ - 21.50 \\ \hline 78.50 \end{array}$$