

Demetrius Hamilton

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Objective

Seeking a position where I will be utilized as a team player, use my skills to benefit an organization and gain valuable work experience.

Skills

Excellent communication
Multitask
Work well independently as well as with a team
Dedicated
Punctual

Experience

Community Housing Partnership

November 2013 – August 2015

Monitor daily common area activities of building residents and guest

- Maintain building security
- Screen all visitors to the building
- Maintain complete and accurate building logs, records, journals-visitor log, overnight log,
- Assist tenants in completing work orders, incident reports and complaints

Reset Intern Mission Learning Center

June 2011 -May 2013

Learned how to access database systems (Salesforce and the Department of Children, Youth, and Families' Contract Management System)

- Became proficient in Microsoft Excel and Word
- Daily preparation and management of student snacks logging the temperature of the refrigerator to calculating and planning exact portions for student snacks.
- Variety of student data, from attendance to assessment result

C.H.A.L.K

RESET Intern

June 2011 –May 2013

- Attend monthly team meetings and life skill workshops
- Career exploration and job searching
- Resume building and goal setting

Education

- Calaveras Hills High School, Milpitas CA

Diploma

2007

Dishwasher Test

Score 9 / 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
- 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
- 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