

James Belcher

890 Hayes St, San Francisco, CA 94117

Phone: (510) 776-1299

Summary of Qualifications

- Over 13 years of janitorial experience and 3 years of landscaping/yard maintenance experience
- Excellent customer service skills and relates well with a variety of people
- Consistently receives positive feedback from supervisors for being reliable and dependable
- Takes on leadership roles and works effectively with team members
- Enjoys hands-on learning and follows instructions well

Experience

Lead Greeter

- Supervised a team of 7 greeters and coordinated schedules
- Completed evaluations of team member performance and provided feedback
- Provided excellent customer service and created a welcoming environment

Porter/Janitor

- Responsible for washing tables, mopping floors, and removing garbage
- Cleaned bathrooms and showers with close attention to detail
- Responsible for laundry services and various tasks assigned by supervisors

Landscaper

- Maintained lawns, including cutting grass, weed removal, watering, and re-sodding
- Pruned trees, hedges and bushes with chainsaw, handsaws, and pruners
- Responsible for new landscaping projects, including preparing grounds, planting flowers and shrubs
- Replaced tires for tractor trucks

Warehouse

- Unloaded trucks and transferred materials onto pallets
- Utilized strong organizational skill to ensure proper stacking of pallets
- Followed safety protocol to minimize accidents

Experience

Lead Greeter	Walden House	San Francisco, CA	2016 -- Present
Porter	Soledad S.P.	Salinas, CA	2003 -- 2016
Landscaper	Soledad S.P.	Salinas, CA	2003 -- 2005
Landscaper	Freelance	Oakland, CA	1989 -- 1990

Dishwasher Test

Score / 10

- d 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
- a 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
- a 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