

TASHELLE COLLINS

415-368-8372

TASHELLECOLLINS312@GMAIL.COM

SKILLS:

- Customer Service
- Team Player
- Organizational skills
- Follow policies and procedures
- Attentive, courteous and efficient
- Efficiently to clean offices

EXPERIENCE:

City and County of San Francisco, Department of Public Work **06/2016-Present**
Environmental Worker, Public Service Trainee

- Gather and remove litter
- Use hand tools, such as shovels, rakes, pruning saws, hedge or brush trimmers, or axes
- Water lawns, trees, or plants, using portable sprinkler systems, hoses, or watering cans
- Prune or trim trees, shrubs, or hedges, using shears, pruners, or chain saws

InstaCart at Whole Foods San Francisco, CA
Shopper

03/2016-04/2016

- Downloaded customer order
- Organized the items in order and bagged them for delivery
- Communicated with customers about their orders
- Relayed fulfilled orders to delivery personnel
- Kept work and distribution areas up to sanitary standard

Epiphany Center

11/2014-02/2016

Dishwasher/Server/Busser

- Clean cafe and work as part of a team
- Work in a fast paced environment
- Perform general cleaning and wash pots and pans
- Experience utilizing a commercial dishwasher machine
- Scrapes and stack dirty dishes and carry dishes and other tableware to dishwasher for cleaning

Haney Hauling, San Francisco, CA

08/2010-08/2011

Custodian/Janitor

- Service, clean, or supply restrooms
- Clean building floors by sweeping, mopping, scrubbing, or vacuuming
- Gather and empty trash
- Follow procedures for the use of chemical cleaners and power equipment to prevent damage to floors and fixtures
- Mix water and detergents or acids in containers to prepare cleaning solutions, according to specifications

EDUCATION:

Five Keys Charter School, San Francisco, CA

High School Diploma

2015

Dishwasher Test

Score 8 / 10

80 %

- 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 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 C 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