

**TASHELLE COLLINS**  
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**TASHELLECOLLINS312@GMAIL.COM**

**SKILLS:**

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

**EXPERIENCE:**

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**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, 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:**

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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, 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

X

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