

## **DON RANDLE**

525 5th St. #189  
San Francisco, CA 94107  
415 610 6071

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### **OBJECTIVE**

Seeking an employment opportunity with City and County of San Francisco utilizing my experience and skills performing the duties of a Janitorial, or Grounds keeper.

### **SUMMARY OF QUALIFICATIONS**

- 7+ years of Janitorial experience.
- 3+ years of Grounds keeping experience.
- Ability to handle both hand and power tools.
- Courteous and respectful towards both customers and management/co-workers
- Familiar with all facets of fast food industry

### **EMPLOYMENT EXPERIENCE**

#### **GMG Janitorial Services**

Day Porter San Francisco, CA Jun 2015 - Oct 2016

- Checked quality of products and packaged according to team's best practices.
- Organized production areas including cleaning, and maintaining machines.
- Performed routine assembly line tasks.

#### **Staples**

Day Porter/Greeter San Francisco, CA Jan 2014 - Jun 2015

- Maintained and performed all housekeeping duties to ensure optimal standards were met.
- Greeted all customers pleasantly and with courtesy providing needed information.
- Kept store property looking nice, and clean performing both indoor and outdoor maintenance.

**Specialty's Cafe & Bakery** San Francisco, CA Feb 2012 - Nov 2013

#### *Sandwich Maker/Closer*

- Learned to make over 17 varieties of specialty sandwiches.
- Prepared sandwich orders for office deliveries, and high volume lunch crowds.
- Performed maintenance of floors, stainless steel appliances, washes pots, pans, and utensils.

#### **Jack in the Box**

*Grill Cook/Shift Supervisor* San Francisco, CA Jul 2008 - Sep 2011

- Trained in store policies & procedures,
- Completed shift supervisor training school.
- Charged with both opening and closing store and cash registers.

### **EDUCATION**

#### John Adams Community College

Center Accelerated GED Program San Francisco, CA 1982

*References available upon request*