

Byron Heard

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Objective

I am seeking an entry level position that will lead me to career advancement in the field of customer service.

Experience

Goodwill Retail Store

March 2016 – February 2017

817 S. La Brea avenue, Los Angeles, CA, 90036

Cashier Service

General Customer Service

Retail Communication Skills with Customers

Organizing Clothing and Re-Hang Clothing

AMC Theatre

January 2009 – June 2009

10250 Santa Monica Blvd. #2000 Los Angeles, CA, 90067

- General Customer Service
- Cashier Service
- Porter
- Initiated two key partners which resulted in 64% revenue growth.

Universal Reprographics

January 2007 – January 2008

2706 Wilshire Blvd. Los Angeles, CA, 90057

- General Customer Service
- Computer Data Inputting
- Invoice Management
- Distribute Stock to it's Correct Department

Whole Foods Market

January 2005 – April 2005

6350 West 3rd Street. Los Angeles, CA, 90036

- General Customer Service
- Cashier Service
- Cart Runs
- Bagging Groceries

B-1

Dishwasher Test

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

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) "Play 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) Wearing

A 9) If you are using a three-compartment sink for cleaning and sanitizing, the second sink is used for?

- a) Mixing
- b) Scrapping
- 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

-1 90%

Name B

Servers Test

Score 100

/ 35

Multiple Choice

b 1) Food is served on what side with what hand?

- a) On the left side with the left hand
- b) On the left side with the right hand
- c) On the right side with the left hand
- d) On the right side with the right hand

c 2) Drinks are served on what side with what hand?

- a) On the left side with the left hand
- b) On the left side with the right hand
- c) On the right side with the left hand
- d) On the right side with the right hand

c 3) Food and drinks are removed on what side with what hand?

- a) On the left side with the left hand
- b) On the left side with the right hand
- c) On the right side with the left hand
- d) On the right side with the right hand

a 4) What part of a glass should you handle at all times?

- a) The stem
- b) The widest part of the glass
- c) The top

c 5) When you are setting a dining room how should you set up your tablecloths?

- a) Neatly and evenly across the tables
- b) The creases should all be going in the same directions
- c) The chairs should be centered and gently touching the table cloth
- d) All of the above

b 6) If you bring the wrong entrée to a guest what should you do?

- a) Go back into the kitchen and patiently wait in line behind the rest of the servers until it's your turn
- b) Inform the guests that you will bring the correct entrée once everyone else in the dinning room is served
- c) Try to convince the guests to eat what you brought them
- d) Go back into the kitchen to the front of the line and inform the expeditor that you need a different entrée

Match the Correct Vocabulary

C Scullery

A. Metal buffet device used to keep food warm by heating it over warmed water

G Queen Mary

B. Style of service where food is prepared or served individually at the dinner table to fit the customer's specific taste (i.e. providing dressing and pepper for salad or handing out bread to each patron)

D Chaffing Dish

C. Used to hold a large tray on the dining floor

B French Passing

D. Area for dirty dishware and glasses

G Russian Service

E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored

F Corkscrew

F. Used to open bottles of wine

E Tray Jack

G. Style of dining in which the courses come out one at a time