

VICKIE R. JACOBS

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Summary

Able to fit and study garments on customers to determine required alterations, sew garments, using needles and thread or sewing machines. Measure parts such as sleeves or pant legs, or mark or pin-fold alteration lines. Able to let out or take in seams in suits & other garments to improve fit. Take up or let down hems to shorten or lengthen garment parts such as sleeves. Can assemble garment parts and join parts with basting stitches, using needles and thread or sewing machines. Record required alterations & instructions on tags, & attach them to garments. Remove stitches from garments to be altered, using rippers or razor blades. Examine tags on garments to determine alterations that are needed. Fit, alter, repair, & make made-to-measure clothing, according to customers. Press garments, using hand irons or pressing machines. Trim excess material, using scissors.

Job Objective

Seeking an opportunity to work in garment industry where I can apply my knowledge & experience.

Experience

Seamstress

Independant Seamstress

Los Angeles, CA

Construct constumes, sew garments, kids clothes, prom dresses, bridal dress construction ability, tailoring ability, alterations, repair, trimming, scissor usage.

Data Entry Operator

Datagraphic Computer Service

North Hollywood, CA

Lead operator, data entry, filing, general office work, light typing

Education

Issuing Institution

Location Qualification

Course of Study

CalJOBS
Education

CA

3 Years at College or a Technical or Vocational
School

Computer
Science

California Polytechic State Univ., San Luis Obispo, Ca.

El Camino College, Torrance, Ca.

California State Univ., Northridge, Northridge, Ca.

West Los Angeles College, Culver City, Ca.

Skills

Filing (Alphabetic and Numeric,) Data Entry (average about, 13,000-17,000 Keystroke). Some general office experience, answer phones and lite typing, able to output data from computer, ability to

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, 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
- D 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