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Objective: I am seeking basic employment with a good company.

Education: General Education Certificate, Illinois 2012

2017 **Family Home Improvements**, Whittier California 562-464-0684

- Responsible for door to door canvassing and customer contact for the purpose of setting sales appointments.
- Memorization and application of scripted sales pitch.
- Utilization of technology/scheduling template to increase communication between sales force and home office.

2015 **Piato Catering** 300 South Broadway, Urbana Illinois 217-344-9015

- On-call catering assistant for Piato Catering.
- Responsible for organizing prepared food for catering events.
- Duties included placing catered food in delivery vehicle, off-site location set-up and tear-down of catering supplies, including chafing dishes, pans, serving utensils, etc.
- Performed dishwashing duties in a three-basin sink in accordance with posted county Health and Safety regulations.

2015 **Capital Services, Inc.** d.b.a. The Urbana Landmark Hotel 217-384-8800

- Employed as a Front Desk Clerk in a 150+ room luxury hotel in Urbana, Illinois.
- Daily responsibilities included answering in-house and outside customer telephone calls and providing customer service to guests and prospective clients.
- Assisted housekeeping staff with room cleaning, vacuuming, linens and light maintenance.
- Additional responsibilities included floor care, mopping, sweeping and dusting using cleaning chemicals in accordance with manufacturer instructions and OSHA regulations.
- Utilization of technology to secure reservations for customers using computer scheduling and reservation programs.
- Sales experience included customer "walk through" of hotel ballroom and other banquet facilities as well as sales literature presentations on an "as needed" basis.

Cashier Test

Score / 15

- D 1) A roll of quarters is worth?
- a) \$5.00
 - b) \$10.00
 - c) \$15.00
 - d) \$20.00

- A 2) A roll of dimes is worth?
- a) \$5.00
 - b) \$4.00
 - c) \$3.00
 - d) \$2.00

- D 3) A roll of nickels is worth?
- a) \$8.00
 - b) \$6.00
 - c) \$4.00
 - d) \$2.00

- C 4) A roll of pennies is worth?
- a) \$1.00
 - b) \$0.75
 - c) \$0.50
 - d) \$0.25

- C 5) What does POS stand for?
- a) Patience over standards
 - b) Percentage of sales
 - c) Point of sales
 - d) People over service

- 10% 6) What is the current sales tax rate in your city 10%?

- C 7) A customer buys a bowl of soup for \$1.25, an apple \$0.90 and a soda is \$0.79. If you are given \$10.00 how much change should you give back?
- a) \$4.06
 - b) \$2.06
 - c) \$7.06
 - d) \$5.06

$$\begin{array}{r} 1.25 \\ 0.90 \\ 0.79 \\ \hline 2.94 \end{array}$$

- B 8) A customer buys two shirts for 10.50 each and two ball caps for \$7.25 each. If you are given \$50.00 how much change should you give back?
- a) \$19.50
 - b) \$14.50
 - c) \$9.50
 - d) \$4.50

$$\begin{array}{r} 21.00 \\ 14.50 \\ \hline 35.50 \end{array}$$

- D 9) A customer buys soda for \$3.75 and a hot dog for \$4.25. If you are given \$20.00 how much change should you give back?
- a) \$6.00
 - b) \$8.00
 - c) \$10.00
 - d) \$12.00

- A 10) A customer buys two hamburgers at \$3.75 each, two bags of chips at \$1.25 each, two cookies at \$2.50 each and two sodas at \$3.25 each. If you are given \$100.00 how much change should you give back?
- a) \$78.50
 - b) \$58.50
 - c) \$38.50
 - d) \$28.50

$$\begin{array}{r} 1 \\ 7.50 \\ 2.50 \\ 5.00 \\ 6.50 \\ \hline 21.50 \end{array}$$

Cashier Test

Score / 15

11) Counterfeit pens should be used on which three denominations?

- a) \$20, \$50, \$100
- b) \$10, \$20, \$50
- c) \$5, \$50, \$100
- d) \$10, \$20, \$50

12) How many times should you count change when giving it to the customer?

- a) one
- b) two
- c) three
- d) no need to count

Question & Answer:

13) What is the minimum age for legal alcohol purchases?

In California, the minimum legal age for alcohol purchases is 21 years of age.

14) What are the acceptable forms of ID for alcohol purchases?

1. Passport 2. State Identification 3. International driver's license

15) How many \$20 bills are in a bank band?

\$ 500.00