

**ALWAYNE E. SCOTT**  
**Phone: 908-327-2696 • Email: alwayne.scott.nj@gmail.com**

**SUMMARY OF QUALIFICATIONS**

Dedicated and responsible individual with many years of experience performing various duties in the retail industry · Strong communication skills · Excellent organizational skills, while having the capacity to complete tasks during an allotted time frame · Aptitude to perform during a third-shift capacity, while being flexible to work overtime if necessary · Execute assignments independently or as a team member in order to accurately and efficiently increase production · Willingness to challenge myself while learning new methods and procedures

**PROFESSIONAL EXPERIENCE**

**Walmart**

**Manville, New Jersey**

**Overnight Stock Associate**

**2006 to 2017**

- Perform various duties during the overnight shift; flexible to work overtime if necessary
- Rotate selling inventory; stock new merchandise in the appropriate location throughout the store
- Set up displays of merchandise according to promotional items being offered
- Knowledge of store layout and stockroom inventory
- Maintain clean and safe working environment; empty large pallets of merchandise to be stocked and dispose of all packaging materials in recycling area
- Provide maintenance for clean store appearance; strip and wax floors, wipe down counters and shelves
- Operate electronic cash register; handle cash and credit card transactions
- Capacity to assist customers with questions or concerns to provide a pleasant shopping experience
- Flexible to travel to other Walmart locations to help with maintenance / staffing assignments

**Raritan Health & Extended Care Center**

**Raritan, New Jersey**

**Certified Nursing Assistant**

**2002 to 2005**

- Assist patients in the health care facility on a daily basis with everyday living; bathe, dress, feed
- Provide companionship to clients; converse with them when family members are not present
- Follow facility guidelines to ensure safety at all times
- Communicate effectively with coworkers, physicians, and family members

**McCarrick Health & Extended Care Center**

**Somerset, New Jersey**

**Certified Nursing Assistant / Recreation Aide**

**1997 to 2002**

- Perform assistance to the nursing staff and patients within the care center
- Help recreation director with guidance and participation of activities for residents

**EDUCATION & SKILLS**

Associate's Degree

Middlesex County Community College · Edison, New Jersey

High School Diploma

Middlesex High School · Middlesex, New Jersey

*Technical Skills:*

Basic Computer Skills; Internet Applications & Email  
First Aid & CPR - Trained · Lifeguard - Certified

# Acrobat

outsourcing  
Your Hospitality Staffing Professionals

## Employment Application

Acrobat Outsourcing is an equal opportunity employer dedicated to non-discrimination in all employment practices. Acrobat Outsourcing selects the best qualified individual for the job based on job-related qualifications regardless of race, age (40+), color, religion, gender, national origin, ancestry, marital status, sexual orientation, disability or any other status protected by applicable law.

\* car  
\* concessionaire \$10  
\* wed. 11am  
username = AlwaysS 63  
PW = Always

### PLEASE PRINT

Full Name Always Scott Date: 5/10/18  
 Home Telephone (   ) Other Telephone ( 908 ) 327-2696  
 Present Address 161 Main Street, Apt. #1, South Bound Brook, NJ. 08880  
 Permanent Address, if different from present address: \_\_\_\_\_  
 Email Address always-scott.nj@gmail.com

### EMPLOYMENT DESIRED

Position applying for: Concession Stand Attendant Salary desired: 10.00 hrs.

Are you currently registered with any staffing and/or employment agencies? If so, please list

Volt

Are you applying for: Full-time work? Yes  No  Part-time work? Yes  No

Temporary work, e.g., summer or holiday work? Yes  No  From: open To: open

How did you find out about our open position? (Please check fill in proper name of source):

Referral  Name of Referral \_\_\_\_\_ Newspaper  Job Fair  Agency  Company Website

Other Web Posting  Other Source

Could you work overtime, if necessary? Yes  No  If hired, on what date could you start working? \_\_\_\_\_

Please keep in mind that schedules and shifts may vary depending on position and season. Additionally, the hours may vary from week to week, depending on the company needs. Please list only the times/days you're available to work below.

SPECIFY HOURS AVAILABLE DAILY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	<u>open</u>						
AM	<u>11</u>						

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:

### PERSONAL INFORMATION

Have you ever applied to or worked for Acrobat Outsourcing before? Yes  No  If yes, when? \_\_\_\_\_

Do you have friends or relatives working for Acrobat Outsourcing? Yes  No  If yes, please state name and relationship \_\_\_\_\_

If hired, would you have a reliable means of transportation to and from work? Yes  No

If hired, can you present evidence of your legal right to live and work in this country? Yes  No

State age if you are under 18 \_\_\_\_\_. If you are under 18, hire is subject to verification that you are of minimum legal age to work.

Are you able to perform the essential functions of the job for which you are applying? Yes  No

If no, describe the functions that cannot be performed. (Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.) \_\_\_\_\_

Pursuant to any and all Fair Chance Ordinances, we will consider for employment qualified applicants with arrest and conviction records.

**EDUCATION & SKILLS**

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
Middlesex High School	Middlesex, NJ	12 grade	yes
Middlesex High School	Middlesex, NJ	Associate Degree	yes
Middlesex Community College	Edison, NJ		
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES YES	NO NO
Are you computer literate? If so, list software knowledge under "Special".			
Are you proficient with Point of Sales Systems? If so please list which ones under "Special".		YES	NO
Do you have any other experience, training, qualifications or special skills, which you feel make you especially suited for work at Acrobat Outsourcing? If so, please list under "Special".		YES	NO
Special: Basic computer skills; Internet Applications & Email, Strip and Wax floors First Aid & CPR- Trained- Lifeguard-certified, Register, handle cash and credit card transactions.			

**EMPLOYMENT HISTORY**

List below all present and past employment starting with your most recent employer (last 10 years is sufficient). Account for unemployment periods of three months or more.

Are you currently employed? Yes  No  If so, may we contact your current employer? Yes  No

Name and Address of Employer Walmart (Manville) 100 North Main Street, Manville, NJ

Type of Business Retail Telephone No. (908) 575-8997 Supervisor's Name Nathan Buck

Your Position and Duties Overnight cashier / Stocker associate, Work with register stocking, Telfon

Dates of Employment: From 5/2006 To 1/2017

Reason for Leaving: Misunderstanding with a type of transaction on the register that I was not properly trained on.

Name and Address of Employer Raritan Health & Extended Care Center, Raritan, NJ

Type of Business Health care facility Telephone No. ( ) \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Your Position and Duties care for residents, certified Nursing Assistant

Dates of Employment: From 4/2002 To 5/2005

Reason for Leaving: needed New Career

Name and Address of Employer McCarrick Health & Extended Care Center, Somerset, NJ

Type of Business Health facility Telephone No. ( ) \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Your Position and Duties Certified Nursing Assistant / Recreation Aide  
Care for residents and helping residents with activities

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outsourcing  
Your Hospitality Staffing Professionals

Dates of Employment: From 3/1997 To 3/2002

Reason for Leaving: Needed Job

Name and Address of Employer Raritan Health & Extended Care Center, Raritan, NJ.

Type of Business Healthcare facility Telephone No. (    ) Supervisor's Name   

Your Position and Duties Laundry aide / certify Nursing Assistant,  
Caring for Residents and doing their Laundry

Dates of Employment: From 1/1981 To 4/1997

Reason for Leaving: Needed Charge

Have you ever been fired from any previous place of employment? If so, please explain: Walmart see page before

## MILITARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military? Yes    No ✓  
If so, describe:   

## JOB RELATED REFERENCES

List below three persons not related to you who have knowledge of your work performance within the last three years.

Name: Linda Owns Telephone No. (732) 356-3575

Address 500 Mountain Avenue, Bound Brook, NJ - Bound Brook Presby Church

Occupation: Pastor Relationship: Pastor Number of Years Acquainted: 15 + plus

Name: Kathy Perchach Telephone No. (732) 887-5375

Address 3 Lilac Place, Middlesex, NJ. 08846

Occupation: Retrieder Relationship: Friend Number of Years Acquainted: 25 + plus

Name: Robin Marginiak Telephone No. (732) 735-1631

Address Edgeworth Ave. Middlesex, NJ.

Occupation: Retail Relationship: Friend Number of Years Acquainted: 20 + plus

**Please Read Carefully, Initial Each Paragraph and Sign Below**

as I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material facts on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

as I hereby authorize Acrobat Outsourcing to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

as I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice and law enforcement agency and general public records history.

as I understand that if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 form in this regard within three days of my hire date.

as Acrobat Outsourcing is an at-will employer. I understand that nothing contained in the application, or conveyed during any interview, which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, with or without cause, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

I hereby acknowledge that I have read and understand the above statements.

Applicant's Signature Alwynne Scott Date 5/10/18

**Cashier Test**

**Score** / 15

B

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

7%

6) What is the current sales tax rate in your city \_\_\_\_\_?

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

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

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

*Wrong*

**Cashier Test**

**Score** / 15

A 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

B 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? 21 yrs

14) What are the acceptable forms of ID for alcohol purchases? Driver License / Motor Vehicle License

X 15) How many \$20 bills are in a bank band? 25  
100 bills . . . \$2000