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**OBJECTIVE:**

Seeking full-time entry level position where I can bring my skills and knowledge to your company with the possibility of growth and advancement.

**EXPERIENCE:**

**HR 360**

**El Monte, Ca.**

04/2017 to 11/2017

Supply Manager

- Order and replace supplies
- Account and inventory all outgoing and incoming supplies
- Issue chemicals to all workers
- Sanitize and store all equipment/tools
- Document and report all damaged and missing equipment/tools
- Keep supply room organized
- Label all chemical bottles

**Walden House**

06/2016 to 02/2017

Assistant Cook

**El Monte, Ca.**

- Food Preparation
- Sterilize utensils
- Set tables
- Wash dishes
- Prepare dietary meals

**Skills**

Punctual  
Fast Learner  
Detailed Oriented  
Hard Working Motivated  
People person  
Motivated

Customer Focused  
Able to communicate effectively  
Leadership Qualities  
Team-player  
Organized

**Education:**

Pasadena High School / Basic Education Equivalency 1976-1978  
E Foodcard Food Industry Training / Food Handler Certificate: Valid 7/23/18 – 7/23/21

## 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
- b 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
- a 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