

Lavelle Paulino
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Objective:

To obtain employment opportunity where I can contribute my skills and abilities while developing my potential.

Education: New Rochelle High School, New Rochelle, NY

Present
2014/2018

➤ High School Graduate

EMPLOYMENT HISTORY:

8/17- Current
Angie Realty & Management
New York, NY
Receptionist

- Answering phones
- Customer service
- Faxing and copying
- Scheduling back ground checks
- Calling listing and updating listing
- Translating letters

5/16 - 5/17
Harmon Face Values
New Rochelle, NY
Store Clerk

- Stocked
- Worked on the register
- Answered the phone

06/14 - 08/15
Boys and Girls Club
New Rochelle, NY
Camp Consular

- Stem Program
- Gardening with campers
- Child Care

Skills:

- Strong computer skills
- Bilingual Spanish speaking
- Outstanding personality
- Strong organizational skills
- Sales

- 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
- 6) What is the current sales tax rate in your city 9.5%?
- 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

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 years old
- 14) What are the acceptable forms of ID for alcohol purchases? state ID & passport
- 15) How many \$20 bills are in a bank band? 100