

Jasmin Brown

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Objective: To obtain a Career

Education:

Prince George's Community College- General Studies/Forensic Science
Maryland Fire Rescue Institute

*Anticipated date of graduation-2010

Profile:

Team player, team member, team leader, dedicated, energetic, excellent interpersonal communication skills, good work ethics, customer service relations, cash handling, knowledge of Windows XP, Typing 25-35 wpm, people person and willing to learn. Currently obtaining EMT-B license in the state of Maryland. Possess a Healthcare Provider CPR license. Work well under extreme pressure and during emergency situations. Have the ability to direct large crowds during chaotic events.

Administrative/Clerical skills:

Aided staff personnel with fundraisers, special events, camps, outings, and celebrations.

Coordinated, organized and maintained files and records for participants and staff.

Prepared and facilitated oral communication for orientation and special events.

Created, typed and disseminated meeting minutes per weekly meetings.

Retail-Food/hospitality skills:

Operated cash register to total customer sales and purchases.

Tabulated cash and credit sales for service and products.

Planned daily meals and menus for customer sales.

Greeted customers and delivered timely service per order.

Management skills:

Trained in some aspects of management to handle various duties.

Assisted manager with coordination of inspection of merchandise.

Trained staff personnel on cash register and food service duties.

Acted as liaison between employees and staff managers.

Security skills:

Metal detector operations

Pat down procedures

X-ray operator

Advanced Identification and credential analysis

Patrols of Buildings

Documentation of hourly activities

Proper report writing

Crisis Management Skills

Medical Skills:

Advanced CPR

EMT-B

Assessing both medical and trauma patients

Administering charcoal, glucose, oxygen, epinephrine, and albuterol to medical Patients

Hands on student for Prince Georges County Emergency Calls

Employment history:

Dunkin Donuts 2006

Sales Associate

Taco Bell 2005

Team Leader (Crew)

McDonald's Corporation 2004

Sales Associate

Ronald Reagan National Airport (TSA) 2008

Admiral Security 2008-2009

Ashby Ponds Inc. 2011

Gaylord National Harbor 2012-2013

Amercian Medical Response 2013-2014

WMATA Metro 2016-2018

Volunteer history:

Grace Church of Nazarene 2001-2004

Prince Georges County Fire Department 2010-present

Dishwasher Test

80%

- 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
- D 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
- B 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

- 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
- A 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
- C 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

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 old
- 14) What are the acceptable forms of ID for alcohol purchases? ID turned sideways
- 15) How many \$20 bills are in a bank band? 50 (guess) 100 - \$2000