

Valarie Floyd  
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**OBJECTIVE:** A position as a customer service representative or administrative assistant.

**EXPERIENCE:**

Temporary Position as Assembly Worker  
Remedy Staffing, Cranford, NJ

September 2014 to November 2014

- Worked on assembly line for various products

Pathmark Food Stores, South Plainfield, NJ

September 2009 to May 2010

- Cashier, part time
- Accurately identify and scan products
- Accurately collect proper payment and provide change
- Bag customer orders safely and efficiently

Home Administration, Plainfield, NJ

July 1999 to September 2010 –

- Personnel and facilities management
- Domestic finance and accounting, accounts receivable and payable
- Child development and education, transportation management
- Insurance and medical benefits, short term planning, health nutrition and safety
- Management, planning and care for all corporate family members

Coaster Company of America, Somerset, NJ

October 1987 to August 1989

- Customers were business owners of furniture stores
- Set up new accounts, sent updated brochures
- Answered phone and questions in a timely manner

US Freight Company, South Plainfield, NJ

January 1986 to September 1987

- Performed clerical duties such as answering telephone, sorting mail, running errands or sending faxes
- Gathered, registered, and arranged the material to be typed, following instructions
- Typed correspondence, reports, text and other written material from rough drafts, Using a computer, word processor, or typewriter, conveyed orders to drivers

**EDUCATION/TRAINING**

John F. Kennedy High School, Iselin, NJ, 1980 Graduate  
Cittone Institute Edison, NJ, Business Studies

**Skills**

Microsoft Word, Excel, Typing, PowerPoint

Community Foodbank - Hillsdale

- Culinary course - present

exp. Grad May 2019

Multiple Choice (1 point each)

65%

- D 1) A gallon is equal to \_\_\_\_\_ ounces
- a. 56
  - b. 145
  - c. 32
  - d. 128
- C 2) Mesclun are what type of vegetable?
- a. Roots
  - b. Beans
  - c. Salad Greens
  - d. Spices
- B 3) What does the term braise mean?
- a. Sear quickly on both sides
  - b. Slowly cook in covered pan with little liquid
  - c. Cook on high heat and quickly
  - d. Slowly cook in simmering water
- B 4) At what internal temperature must chicken be cooked so that it is safe to eat?
- a. 155 degrees F
  - b. 165 degrees F
  - c. 175 degrees F
  - d. 185 degrees F
- A 5) How do you blanch vegetables?
- a. Immerse for a short time in boiling water
  - b. Cook lightly in butter over med heat
  - c. Soak in cold water overnight
  - d. Rub with salt before cooking
- C 6) Which of the following ingredients would you pack before measuring?
- a. Olive Oil
  - b. Salt
  - c. Brown Sugar
  - d. White Sugar
- A B X 7) What is Al Dente?
- a. Firm but not hard
  - b. Soft to the touch
  - c. Very hard
  - d. Very soft
- C 8) Food should be left out no more than
- a. 2 hours
  - b. 3 hours
  - c. 4 hours
  - d. 5 hours



## Prep Cooks Test

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- A 17) What is a Julien cut?
- a. Food cut into long thin strips, matchstick
  - b. Food cut into long thin strips then turned and cut into a 1/8' dice
  - c. Food diced into finely chopped and uniform pieces
  - d. Cutting and peeling into oblong seven sided football like shapes
- A 18) To cook a food in a pan without browning over low heat until the item softens and releases moisture.
- a. Sweat
  - b. Boil
  - c. Roast
  - d. Grill

Fill-in the Blank (1 point each)

- 19) Salt & Pepper are the basic seasoning ingredients for all savory recipes.
- 20) Dice : to cut into very small pieces when uniformity of size and shape is not important.

## Prep Cooks Test

- B 9) Which is the improper way to thaw frozen food?
- a. In the fridge
  - b. In a sink with cold water
  - c. On the counter
  - d. In the microwave

- B 10) Which of the following can you use to put out a grease fire?
- a. Baking Soda
  - b. Baking Powder
  - c. Flour
  - d. Water

- C 11) What is the temperature range of the danger zone?
- a. 25-135
  - b. 40-140
  - c. 50-160
  - d. 30-130

- C 12) Which of the following is listed from smallest to largest?
- a. Dice, chop, mince
  - b. Mince, chop, dice
  - c. Chop, dice, Mince
  - d. Mince, dice, chop

- B 13) Which direction should pan handles be turned while cooking on the stove?
- a. Over the fire at all times
  - b. Turned towards you for better control
  - c. Turned towards the right or left at all times
  - d. Over the countertop at all times

- C 14) When you poach something, you cook it with what?
- a. Noodles
  - b. Vegetables
  - c. Liquid
  - d. Oil

- C 15) Which spoon is used to remove fat from soups and stews
- a. Basting Spoon
  - b. Ladle
  - c. Slotted Spoon
  - d. Portion Spoon

- B 16) Which of the following means to cook in a small amount of fat?
- a. Season
  - b. Sauté
  - c. Broil
  - d. Boil
  - e. Fry