

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

Cittonne Institute Edison, NJ, Business Studies

Skills

Microsoft Word, Excel, Typing, PowerPoint

Community Foodbank - Hillside

- Culinary course - present

Exp- Grad May 2019

Multiple Choice (1 point each)

D

1) A gallon is equal to ____ ounces

- a. 56
- b. 145
- c. 32
- d. 128

65 9.

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 blanche 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

9) The following are safe to eat

a. Raw fish before cooking

b. Raw eggs before cooking

c. Raw meat before cooking

d. Raw chicken before cooking

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

C 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

A 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

B C

11) What is the temperature range of the danger zone?

- a. 25-135
- b. 40-140
- c. 50-160
- d. 30-130

D 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

C 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

B 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