

**Anthony Anderson**  
905 Columbus Street San Francisco, CA 94133  
(415) 610-9939  
Anthonyanderson2021@gmail.com

## **SUMMARY OF QUALIFICATIONS**

---

- Works well in team environments and independently
- Excellent customer service and interpersonal skills
- Well organized, follows directions and company regulations
- Four years of janitorial and dishwashing experience
- Experienced in construction and warehouse work, can lift, push, and pull 30lbs-60lbs
- Holds a Class C Driver's License and a clean driving record

## **WORK EXPERIENCE**

---

**Beach Chalet Restaurant** **San Francisco, CA**  
**Dishwasher/Janitor** **2012-2016**

- Washed dishes, utensils, cookware, glasses, and mugs using an industrial dishwasher.
- Assisted with the cleaning and sanitation of the kitchen.
- Swept and mopped floors and dusted furniture.
- Cleaned and sanitized restrooms, and restocked paper and soap dispensers.
- Sorted garbage to be trashed, recycled, or composted.
- Assisted with setting up and decorating for various events.

**Mail Delivery Services** **San Francisco, CA**  
**Mail Clerk/Driver** **2005-2008**

- Sorted incoming and outgoing mail, and issued and collected receipts.
- Sorted items mail and packages according to delivery route.
- Picked up and delivered mail and packages throughout San Francisco's financial district.
- Kept track of supplies, requisitions, and inventory.

**Lawson Roofing Co.** **San Francisco, CA**  
**Construction Worker** **1999-2008**

- Prepared construction sites to eliminate possible hazards.
- Performed interior and exterior painting, and light carpenter duties.
- Dug trenches for plumbing pipes and laid concrete.
- Used a variety of tools and equipment including jackhammers and grinders.

**Goodwill Industries** **San Francisco, CA**  
**Warehouse Worker** **1988-1999**

- Loaded and unloaded trucks using a forklift and pallet jacks.
- Performed shipping and receiving duties including bi-weekly inventory checks.
- Trained new team members on safety policies and procedures.
- Assisted with maintaining a clean and organized work area.

## **EDUCATION & TRAINING**

---

Roofing and Waterproofing Certifications

John Adams-San Francisco, CA

High School Diploma

Mission High School-San Francisco, CA

**Anthony Anderson**  
San Francisco, California  
415 684-4982  
Anthonyanderson2012@gmail.com

### **Summary of Qualifications**

- Possess Class C California driver's license
- Knowledgeable of the SF Bay Area and committed to following regulations
- Organized and well focused in completing tasks
- Able to work well with people of diverse background

### **Employment History**

- 2012 – 2016 Porter Beach Chalet Restaurant San Francisco, CA
- Cleaned bathrooms and restocked toilet tissues. Swept, mopped and dusted furniture
  - Sorted garbage to be trashed, recycled, or composted
  - Set up and decorated restaurant for events
- 2005 – 2008 Mail Clerk / Driver Mail Delivery Services San Francisco, CA
- Picked up and delivered packages throughout the SF financial district
  - Sorted incoming and outgoing mail, issued and collected receipts
  - Sorted items according to delivery route
  - Kept track of supplies, requisitions, and inventory
- 1999 – 2008 Construction Worker Lawson roofing Co. San Francisco, CA
- Prepared construction sites to eliminate possible hazards
  - Performed interior, exterior painting, and light carpentry duties
  - Dug trenches for plumbing pipes and laid concrete
  - Used a variety of tools and equipment including jackhammer and grinders
- 1988 – 1999 Warehouse worker Goodwill Industries San Francisco, CA
- Loaded and unloaded trucks using a forklift and pallet jacks
  - Performed shipping / receiving duties including bi-weekly inventory check
  - Trained new team members on safety policies and procedures
  - Assisted in maintaining the work area

### **Education & Training**

John Adams High School San Francisco, CA  
Vocational Training: Roofing/Waterproofing certification

Mission High School San Francisco, CA  
High School Diploma