

# SHABINA WILLIAMS

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## OBJECTIVE

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To obtain a position that utilizes my skills and experiences & to obtain a full or part-time job.

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## EXPERIENCE

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Amazon Fulfillment Center

Carteret, NJ

Fulfillment associate 2014-2017

- Stow away received freight
- Pick customer orders from inventory
- Box and tape customer orders so they can be shipped.

Wendy's

Secaucus, NJ

Crew Member 2015-2016

- Assist customers and prepare food
- Work order counter, register, and drive thru window
- Quickly prepare food made to order
- Clean dining area, restrooms, and kitchen
- Ensure every customer receives quality service

FedEx

Secaucus, NJ

Seasonal package handler 2015-2016



- Load or unload packages onto or from delivery trucks, trailers, conveyor system carts and loading gratings.
- Lift, carry, push and pull packages on a continuous and repetitive basis for shifts of approximately 2-4 hours.
- Determine the appropriate conveyor system by scanning packages, reading labels and charts verifying numbers and memorizing information and sorts packages accordingly.
- Maintain or exceed production goals

Blue Comet

Newark, NJ

Bartender 2014

- Quickly mix a variety of simple and complex cocktails
- Maintain stock levels to prevent shortages of items
- Accurately balance cash register at all times
- Skillfully anticipate and address customers needs

Rent The Runway Warehouse

Secaucus, NJ

Line Worker 2013-2015

- Check quality of garments
- Scan garments to proper department
- Track priority garments so they can be shipped on time

Burlington Coat Factory

Elizabeth, NJ

Department Lead 2012-2013

- Lead department associates and assist associates in maintaining department appearance
- Merchandise inbound products
- Report, track, and determine priorities
- Provide excellent customer service

Sales Associate 2011-2012



- Greeting customers
- Dispense information about promotions and advertisements
- Monitor and replenish merchandise on sales floor
- Assist with building product displays

Customer service associate/Cashier 2009-2011

- Provide customer service
- Process return and exchange transactions
- Operate cash register accurately

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## EDUCATION

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Mix em up bartending school

Newark, NJ

Bartending course 2014

- Mixology
- Serving technology
- Equipment
- Set up and tear down

Star academy

Newark, NJ

Surgical Technology program 2009

- Orientation to surgical technology
- Surgical pharmacology
- Fundamentals of surgical technology
- Principles of surgical technology
- Operating room skills
- Surgical procedures
- Communication and behavioral sciences
- Medical terminology

Hoboken university medical center

Hoboken, NJ

Surgical technology externship 2009



- 2 weeks in central sterile supply
- 300 hours in the operating room

Elizabeth High School

2004-2008



**Dishwasher Test**

Score 8 / 10

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 A X 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
- A 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
- D 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



**Bartenders Test**

Score 24 / 35

**Multiple Choice** (6 points)

- A 1) Carbonation \_\_\_\_\_ the rate of intoxication.  
a) Slows down  
b) Speeds up  
c) Does nothing to
- B 2) What are the six most commonly used spirits?  
a) Sweet and Sour, Triple Sec, Grenadine, Midori, Lime Juice and Cranberry Juice  
b) Vodka, Whiskey, Gin, Bourbon, Rum and Tequila  
c) Chardonnay, Cabernet Sauvignon, Champagne, Merlot, Sauvignon Blanc, Zinfandel  
d) Kahlua, Vodka, Frangelico, Gin, Tequila, Spiced Rum
- B 3) You can accept an expired ID as long as all other information is correct.  
a) True  
b) False
- B 4) If someone has had too much to drink, serving them coffee will help sober them up.  
a) True  
b) False
- A 5) What are the acceptable forms of ID for Alcohol Consumption?  
a) State or Government Issued ID Card or Drivers License  
b) Passport or Passport ID Card (as long as it lists the person's date of birth)  
c) School ID or Birth Certificate  
d) A & B  
e) A, B & C
- B 6) If there is no shaker tin available to scoop ice for a drink, it is okay to use a glass.  
a) True  
b) False

89%

**Vocabulary** (9 points)

Match the word to its definition

C "Straight Up"

E Shaker Tin

I "Neat"

A Muddler

B Strainer

e Jigger

G Bar Mat

D "Float"

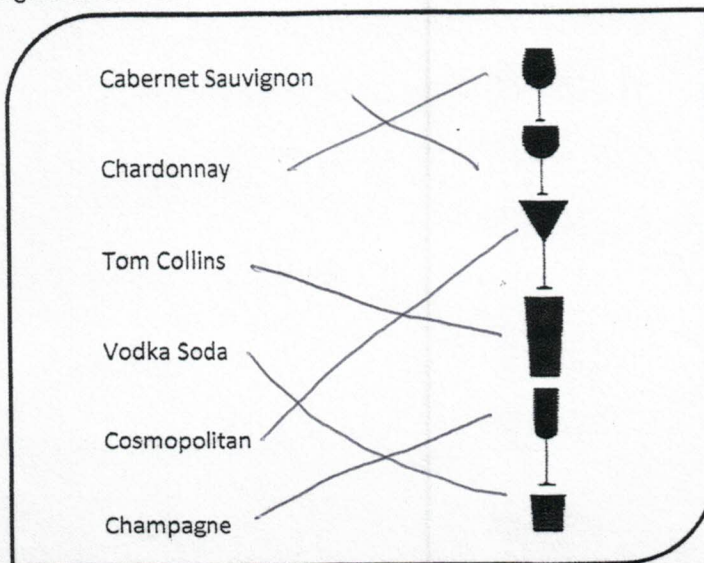
H "Back"

- ~~a~~ Used to crush fruits and herbs for craft cocktail making
- ~~b~~ Used with the Shaker Tin to prevent solid material from entering a cocktail glass when poured
- ~~c~~ To serve chilled liquor in a chilled stemmed cocktail glass with no ice
- ~~d~~ To pour 1/2 oz of a liquor on top
- ~~e~~ Used to measure the alcohol and mixer for a drink
- ~~f~~ Used to mix cocktails along with a pint glass and ice
- ~~g~~ Used on the bar top to gather spills
- ~~h~~ Requesting a separate glass of another drink
- ~~i~~ Means to serve spirit room temperature in a rocks glass with no ice



**Glassware** (6 points)

Match the correct glass to the drink



**Answer and Question** (14 points)

Provide examples of 3 brand name "top shelf" spirits (3 points): Ciroc, remy martin, Jack Daniels

What are the ingredients in a Manhattan? gin, dry vermouth

What are the ingredients in a Cosmopolitan? Vodka, cranberry, triple sec, cherry

What are the ingredients in a Long Island Iced Tea? vodka, tequila, gin, rum, triple sec, coke, sour mix, lemon

What makes a margarita a "Cadillac"? the size of the glass

What is simple syrup? sweet syrup

Is it legal to pour liquor from one bottle into another? What is this called? (2 points)

No.

What should you do if you break a glass in the ice? throw out all of the ice

When is it OK to have an alcoholic beverage while working? Never

What does it mean when a customer orders their cocktail "dirty"? olives olive juice

What are the ingredients in a Margarita? tequila, triple sec, lime juice, sour mix, lime