

Arthur Sanchez

Van Nuys, CA 91406

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SUMMARY OF SKILLS

- Work experience includes Landscaper, Maintenance, and Clerk
- Bilingual in English and Spanish. Speaks fluently
- Experienced in basic plumbing work, able to utilize hand and power tools.
- Knowledgeable in basic auto mechanics; dry cleaning services
- Eager to work, flexible, and demonstrated ability to work well in various environments.
- Takes initiative in the workplace and able to work in a team setting.
- Knowledgeable in safety practices including use of hand tools and solutions.

EMPLOYMENT HISTORY

Landscaping and Maintenance

Jamestown, Jamestown, CA

2014-2019

- Maintained planters, lawns, and irrigation systems up to working condition.
- Handled routine maintenance on irrigation system.
- Participated in providing clean, litter free environment.
- Used shovels, rakes, lawn movers, and pruners. Utilized weed whackers.
- Cleaned and organized outside areas.

Clerk

Jamestown, Jamestown, CA

2009-2014

- Handled shipping and receiving: logged in merchandise, kept inventory up to date, and provided support for receiving and release.
- Assisted main supervisor with the operation of shipping and receiving.
- Trained staff members in responsibilities relating to department.
- Assisted in the maintenance of inventory.

EDUCATION and CERTIFICATIONS

Job Preparation Certificate

Chrysalis nonprofit organization, Pacoima, CA

04/2019

Dry Cleaning

San Luis Obispo School, San Luis Obispo, CA

1982

Auto Mechanics

Corona School, Corona, CA

GED

Tracy Community School, Tracy, CA

Arthur J. Anchors

Dishwasher Test

10 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

80%

10 2) While washing dishes by hand, which item should you wear?

- a) Cutting glove
- b) Over Mitt
- c) Rubber glove
- d) Nothing

10 3) When should you wash your hands?

- a) Before you start work
- b) After handling raw food items (garbage, money, cleaning chemicals)
- c) After using the restroom
- d) All of the above

10 4) If you need to move a heavy load, you should PULL and not PUSH the object.

- a) True
- b) False

10 5) Which of the following could you be at risk for getting burned from?

- a) Steam from boiling water
- b) Hot liquid (coffee, soup, tea)
- c) Hot equipment (ovens, pots, chafing dishes)
- d) Microwaves
- e) All of the above

10 6) All work-related injuries, accidents or illnesses should be reported IMMEDIATELY to the supervisor on duty.

- a) True
- b) False

10 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) Bag the spill and clean it immediately
- d) Not sure

10 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

10 9) If you are using a three-compartment sink for cleaning and sanitizing, the second sink is used for?

- a) Rinsing
- b) Prepping
- c) Washing
- d) Sanitizing

10 10) What is the proper method for cleaning and sanitizing stationary equipment?

- a) Spray with a soiling 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