

**Vanessa Cupis**  
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**Childcare Professional**

### **Qualifications**

- Articulate both in written and verbal communication
- Outgoing and Personable
- Excellent Customer Service Skills
- Multitasker
- Microsoft Office Suite 2013 Including; Word, Excel, Power Point, Access, Outlook, Publisher
- Able to work Independently
- Highly Motivated
- Dependable
- Able to work with and build teams
- Responsible and Hardworking

### **Professional Experience**

SJB Child Development Centers

2016 - Present

#### **Field Support Specialist**

- Supervision of Pre-K through Fifth Grade Students
- Homework and Project Assistance
- Activity Generation and Implementation
- Lesson Plan Implementation
- Summer Program Student Supervision
- Summer Program Lesson Plan Implementation

Apple, Inc.

2014 - 2016

#### **Warehouse Associate**

- Product Auditing
- Product Testing
- Shipping and Receiving
- Inventory Control

Native Formal Florists

2013 - 2014

#### **Arrangement Specialist**

- Sheering and Pruning of Flowers
- Arranging of Floral Bouquets
- Packaging of Floral Shipments to Third-party shops

Zazzle Printing

2013 - 2014

#### **Team Member**

- Preparing and Printing of Custom Wrapping Paper

MMJ

2012 - 2013

**Administrative Assistant**

- Appointment Liaison
- Promotion of Product
- Data Entry

Newhaven Grouphome

2009- 2012

**Appointment Scheduler**

- Caretaker
- Youth Activity Generation and Implementation
- Housekeeping

Indian House Center

2008 - 2009

**Medical Equipment Manager**

- Medical Equipment Sanitization
- House Keeping

**Education and Certifications**

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**Child Development Certification**

2016 to Present

**C.P.R and First-aid Certified**

2016 to Present

**Future to Work Certification**

2010

**Pharmacy Technician Certification**

2009

**Pro Active Certification**

2009

**Yurba Buena High School Graduate**

2005

Volleyball Team

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

- a) True
- b) False

Q 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, chafing dishes)
- d) Harsh chemicals
- e) All of the above

Q 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

C 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

Q 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