

Joseph Boateng

144 Morris Rd SW Mableton GA 30126 (240) 702-4979 | Email: JBoateng90@gmail.com

Summary

Versatile and enthusiastic professional with a strong work ethic and exceptional sales skills. Motivated and ambitious, with a proven track-record of growing sales revenue. Possesses several years of experience directly managing employees, and highly effective at multi-tasking & balancing customer needs. A team-player who is very successful at establishing & maintaining relationships with clients.

Education

BACHELOR OF SCIENCE DEGREE | 2013 | WIDENER UNIVERSITY

Focus: Business Management

Experience

ASSISTANT MANAGER | MR. TIRE | MAY 2017 - PRESENT

- Provide excellent customer service to ensure satisfaction, and provide recommendations based on automotive requirements.
- Manage mechanics' work flow and double check the vehicle recommendations.
- Responsible for tracking inventory, ordering parts and documenting purchase orders.
- Negotiate the terms of sales agreement and close sales.
- Ensure that customers understand the vehicle's operating features, paperwork and warranty.

SALES ASSOCIATE | MERCHANTS TIRE | FEBRUARY 2016 – MAY 2017

- "Key holder" - made sure that the store was ready for open and close.
- Provide customers with assistance with their issues, and inform them of associated services & products.
- Strategically negotiate with customers to close on deals and increase sales.
- Participate in meetings with the manager to set up strategies to meet the daily store budget.

ASSISTANT MANAGER | MIDAS | JULY 2015 – FEBRUARY 2016

- Responsible for opening and closing the shop, as well as handling cash & inventory.
- Managed mechanics' schedule & workload as they related to vehicle repairs.
- Established trusting relationships with customers in order to ensure repeat service.
- Ensure that customers understand the vehicle's operating features, paperwork and warranty.
- Actively listened to uncover purchasing needs and provide recommendations based on automotive requirements.
- Shared equal responsibilities with manager.

Prep Cooks Test

Score 14 / 20

Multiple Choice (1 point each)

1) A gallon is equal to ____ ounces
a. 56
b. 145
c. 32
d. 128

2) Mesclun are what type of vegetable?
a. Roots
b. Beans
c. Salad Greens
d. Spices

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

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

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

6) Which of the following ingredients would you pack before measuring?
a. Olive Oil
b. Salt
c. Brown Sugar
d. White Sugar

7) What is Al Dente?
a. Firm but not hard
b. Soft to the touch
c. Very hard
d. Very soft

8) Food should be left out no more than
a. 2 hours
b. 3 hours
c. 4 hours
d. 5 hours

Prep Cooks Test

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

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.

Chop