

Joseph Boateng

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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 blanch 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

X 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

X 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.

X 20) dice : to cut into very small pieces when uniformity of size and shape is not important.

chop