

DELONTE WRIGHT

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SKILLS PROFILE

- Excellent Safety and Attendance Record
- Attention To Detail
- Excellent Customer Service Skills
- Sufficient in Microsoft Word, Excel, PowerPoint, Publisher
- Ability To Complete Tasks Neatly and Well Organized

EMPLOYMENT HISTORY

AT HOME CAREGIVER - WELLSTAR PATIENT

06/2011- PRESENT

POWDER SPRINGS, GA

- PARAPLEGIC PATIENT

DELIVERY HELPER, CAPITOL MATERIALS

05/2019 - 06/2019

- HELP DRIVERS LOAD AND UNLOAD MATERIALS FOR CUSTOMERS ON A FLATBED
- UNLOAD VARIES SIZE OF SHEET ROCK AT CONSTRUCTION SITES
- TRAINED ON AIR BRAKES ON FLATBED TRUCK
- 12 HOUR SHIFT
- LOCAL DELIVERY ROUTES

Shipping/Receiving/Admin, MiMedX

11/2016 – Present (On Call)

Marietta, GA

- Shipping/Receiving/Clerical
- Awarded GEM (Going The Extra Mile) (2017- Shipping Department)
- Work with Quality Assurance Support Team to conduct a quality review of records and release products.
- Coordinate with sales reps to assure product gets to local facilities immediately such as various Wellstar Locations, Northside Hospital, Children's Hospital of Atlanta, and many more.
- Loading and Unloading Dock
- Outgoing and incoming calls to and from clients and customer service
- Validate requested shipping addresses against FDA regulations.
- Stand Up Forklift Certified. Use of Pallet Jacks as well.

Mail Clerk, Chattahoochee Technical College

1/1/2015 — 7/1/2016

Dishwasher Test

Score / 10

C

1) After washing your hands, which item should be used to dry them?

- Clean apron
- Sanitized wiping cloth
- Single use paper towel
- Common used cloth

C

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

- Cutting glove
- Oven Mitt
- Rubber glove
- Nothing

D

3) When should you wash your hands?

- Before you start work
- After handling non-food items (garbage, money, cleaning chemicals)
- After using the restroom
- All of the above

B

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

- True
- False

E

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

- Steam from boiling pots
- Hot liquids (coffee, soup, tea)
- Hot equipment (ovens, pots, chaffing dishes)
- Harsh chemicals
- All of the above

A

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

- True
- False

C

7) What should you do if you spill liquids or see a liquid spill?

- Leave it for someone else to clean-up
- Wait until the end of your shift to clean it
- Flag the spill and clean it immediately
- Not sure

C

8) When handling hot items you should?

- Wear rubber gloves
- No need to wear anything
- Use an oven mitt or dry cloth towel
- Nothing

A

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

- Rinsing
- Scraping
- Washing
- Sanitizing

C

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

- Spray with a strong cleaning solution and wipe with a sanitized cloth
- Spray with a sanitizing solution, then rinse with clean water and dry
- Wash and rinse, then wipe or spray with a chemical-sanitizing solution
- Brush off loose soil with a clean cloth, then wipe with a sanitizing solution