

\* Working Best Buy: Nov. 1st

Reliable Transportation

## Malcolm Neal

San Antonio, TX 78240

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2102648369

Authorized to work in the US for any employer

STRENGTH:

Strong  
Communication  
★★

\* Immediately \*

WEAKNESS:

Cautious  
of  
leadership  
ROLES  
★★ Bussing 1.5 maths ★★

Adapting // mimicing // Observant

doesn't  
like to  
disappoint

Don't self  
Family \*

## Work Experience

### Cook/Cashier /

GetFried Cafe - San Antonio, TX  
May 2018 to Present

\* Potential Assistant \*

### Security Officer

Andy Frain Services - Bedford Park, IL  
December 2017 to May 2018

As a security officer I worked to secure the area I was given in detail with the post orders given to me, while maintaining a professional image to customers. I also established working relationships with customers, local law enforcement and fire departments. I also got to work as a team with my other security officers.

### Quartermaster

United States Naval Service - Great Lakes, IL  
July 2017 to September 2017

As a recruit in basic training I was paired with many other recruits to form a division. We were put through various physical and educational training everyday for 8 weeks. We also had been taught a new way to do everyday tasks the same so there would be no confusion between anyone. We were also trained on military watch. A task used to secure our compartment and various other areas. Military watch is military security job, with the weapons turnover, filling out a decklog, weapon carry and hours of standing. Like normal security work you're not allowed to leave work till being properly relieved by your relief.

Throughout basic training I got a 5.0 on every inspection I was given besides are division compartment inspection. I passed all my written tests and physical PRT/PFA tests.

### Cook/Prep

BOSTONS RESTAURANT - Tinley Park, IL  
March 2016 to June 2016

When my shifts to cook I would prepare and cook dishes the way I was taught unless told otherwise by a special order. Cleaning my work area, as well as always checking every machine, sauces, meats, and food prep for any features that would either require immediate attention/shut down of that machine or cause the food to be through out and prepared again for the rest of the day. I had to stay on my feet at all times and ready incase a lunch or dinner rush were to happen.

### Cook/Prep

Gelesomos - Lemont, IL  
December 2015 to March 2016

My job required me to cook any orders that came for my area of the kitchen. After awhile of working I was able to adapt and work all areas in the kitchen besides my own. Any time I had to prep in the morning. I had to follow the company recipes with no room for failure. Working in the kitchen was a stressful environment through it gave me the ability to keep up with my work and trust in myself.

### **Front End Associate**

Jewel Osco - Oak Forest, IL

December 2013 to August 2014

As a front end associate most of my work revolved around the customers which has given me great confidence and experience in customer service. Depending on the schedule I could either be cashiering, stock, or bagging/carry out. I always tried my hardest to get customers to know we always enjoy their company and want there service. In doing so I had many customers that turned into regulars for myself even some becoming good friends. Working as a cashier is a fast but careful job. Also it takes a lot of patience and customer service. Stocking is the floor customers service job. Not only stocking but having to answer any and all questions asked by the customer to your best of knowledge was great experience in communication skills for me.

## Education

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### **finance**

Joliet Junior College - Joliet, IL

August 2014 to May 2015

### **Business**

Bremen High School - Midlothian, IL

August 2010 to May 2014

## Skills

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Patrol, Military (Less than 1 year), Cooking (1 year), Security (Less than 1 year)

## Military Service

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### ★ ★ [Branch: Navy] ★ ★

Service Country: United States

Rank: E1

July 2017 to September 2017

As a recruit in basic training I was paired with many other recruits to form a division. We were put through various physical and educational training everyday for 8 weeks. We also had been taught a new way to do everyday tasks the same so there would be no confusion between anyone. We were also trained on military watch. A task used to secure our compartment and various other areas. Military watch is military security job, with the weapons turnover, filling out a decklog, weapon carry and hours of standing. Like normal security work you're not allowed to leave work till being properly relieved by your relief.

Commendations:

**Cashier Test**

**Score A / 15**

B

1) A roll of quarters is worth?

- a) \$5.00
- b) \$10.00
- c) \$15.00
- d) \$20.00

A

2) A roll of dimes is worth?

- a) \$5.00
- b) \$4.00
- c) \$3.00
- d) \$2.00

D

3) A roll of nickels is worth?

- a) \$8.00
- b) \$6.00
- c) \$4.00
- d) \$2.00

C

4) A roll of pennies is worth?

- a) \$1.00
- b) \$0.75
- c) \$0.50
- d) \$0.25

C

5) What does POS stand for?

- a) Patience over standards
- b) Percentage of sales
- c) Point of sales
- d) People over service

6) What is the current sales tax rate in your city 0.0825?

C

7) A customer buys a bowl of soup for \$1.25, an apple \$0.90 and a soda is \$0.79. If you are given \$10.00 how much change should you give back?

- a) \$4.06
- b) \$2.06
- c) \$7.06
- d) \$5.06

B

8) A customer buys two shirts for 10.50 each and two ball caps for \$7.25 each. If you are given \$50.00 how much change should you give back?

- a) \$19.50
- b) \$14.50
- c) \$9.50
- d) \$4.50

D

9) A customer buys soda for \$3.75 and a hot dog for \$4.25. If you are given \$20.00 how much change should you give back?

- a) \$6.00
- b) \$8.00
- c) \$10.00
- d) \$12.00

A

10) A customer buys two hamburgers at \$3.75 each, two bags of chips at \$1.25 each, two cookies at \$2.50 each and two sodas at \$3.25 each. If you are given \$100.00 how much change should you give back?

- a) \$78.50
- b) \$58.50
- c) \$38.50
- d) \$28.50

**Cashier Test**

**Score / 15**

A

11) Counterfeit pens should be used on which three denominations?

- a) \$20, \$50, \$100
- b) \$10, \$20, \$50
- c) \$5, \$50, \$100
- d) \$10, \$20, \$50

B

12) How many times should you count change when giving it to the customer?

- a) one
- b) two
- c) three
- d) no need to count

**Question & Answer:**

13) What is the minimum age for legal alcohol purchases? 21

14) What are the acceptable forms of ID for alcohol purchases? Drivers license, State ID

15) How many \$20 bills are in a bank band? 100 \$12000

**Dishwasher Test**

**Score 9 / 10**

B 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

E 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

A 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

A 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

D 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