

Javier A. Hamilton

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Experienced Customer Service, Warehouse, Janitorial and Property Management professional seeking to utilize relevant in-depth knowledge in a position that provides the potential for growth and career advancement.

Willing to relocate: Anywhere
Authorized to work in the US for any employer

Work Experience

Warehouse Worker

Empire Workforce Solutions - Hawthorne, CA
June 2019 to Present

- Utilize forklift to load/unload freight containers.
- Verify incoming/outgoing merchandise.
- Palletize and stage merchandise in preparation for storage and shipment.

Clerk/Security

One Stop Liquor - Los Angeles, CA
2018 to 2019

- Clean and restock store as needed.
- Monitor inbound/outbound customer traffic.

Customer Service Representative

Chevron - Industry, CA
2015 to 2016

- Assisted customers with the purchase of store items and fuel.
- Restocked and cleaned sales floor, restrooms, fueling stations, and parking area as needed.
- Balanced and completed close-out procedures for registers.
- Prepared and logged daily sales records.

Supervisor

United Parcel Service - Los Angeles, CA
2013 to 2016

- Assigned and supervised daily work duties of an eight-person team.
- Oversaw the loading process of all outbound merchandise in a designated area.
- Verified and updated registration dates and load percentages for inbound/outbound packages.
- Conducted daily procedural audits.
- Trained newly hired employees.

Assistant Property Manager

SRO Housing Corporation - Los Angeles, CA

- Management (8 years)
- Warehouse Associate (9 years)
- Picker Packer (2 years)
- Order Puller (5 years)
- Unloading (7 years)
- Shipping Receiving (3 years)
- Shipping (3 years)
- Loading (7 years)
- General Labor
- Janitorial (3 years)
- Forklift

Additional Information

Skills

- Mentoring/Leadership
- Team Player
- Organizational Skills
- Strong Public Speaker
- Powerful Negotiator
- Conflict Resolution



Dishwasher Test

Score 9/10

90%

- 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
- 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, chaffing 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
- B 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

Score 12/14

Name: _____

Housekeeping Test

85%

1. During which of the following situation(s) should you wear gloves?
 - a) When handling disinfectant solutions
 - b) When cleaning guest rooms
 - c) When handling soiled linen
 - d) When handling or disposing of waste
 - ☒ e) All of the above
2. Which of the following should be cleaned daily?
 - a) Chairs, lamps, and tables
 - b) Tabletops, bed, and handrails
 - c) Grab bars, light, tops of doors and counters
 - d) Floors, sinks, toilets, and latrines
 - ☒ e) All of the above
3. True or ~~False~~: You do not need to use a separate cloth for cleaning bathrooms.
4. ☒ True or False: Dusting is most commonly used for cleaning walls, ceiling, doors, windows and furniture.
5. Should the following be cleaned daily or weekly? Circle one.
 - a) Floors ☒ Daily ☐ Weekly
 - b) Toilets and latrines ☒ Daily ☐ Weekly
 - c) Carpets in guest rooms ☒ Daily ☐ Weekly
 - d) Carpets in offices ☒ Daily ☐ Weekly
 - e) Soiled linen ☒ Daily ☐ Weekly
6. The best way to clean the floors:
 - ☒ a) Scrubbing
 - b) Dry sweeping and dusting
 - c) Sweeping, mopping and dusting
 - ☒ d) Wet mopping
7. What should 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 up immediately
 - d) Not sure
8. The proper procedure for cleaning spills of blood and other body fluids is:
 - ☒ a) Wearing gloves, clean with cloth soaked in chlorine solution and follow up with disinfectant solution
 - b) Find the janitor on- duty and ask him to clean it up
 - ☒ c) Grab whatever is closest and wipe up immediately, then mark "Biohazard"
 - d) Nothing
9. What do you do if you encounter with bed bugs in a guest room?
10. What do you do if you find Lost and Found items in a guest rooms?
IMMEDIATELY REPORT TO MANAGEMENT.
11. Describe the difference between a disinfectant and a cleaning solution?
DISINFECTANT IS USED TO TREAT ~~BIOHAZARD~~ BIOHAZARDOUS WASTE AND SPECIFIC SPILLS; CLEANING SOLUTIONS ARE USED FOR GENERAL CLEANING.