

# **Darrel M Carter**

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*Seeking position as...*

## **Warehouse Operations**

**Customer Retention / Employee Training / Quality Control / Team Building**

**"Proactive Leader and Problem Solver"**

*"Over two years' experience as a customer service support including training, order entry, client relations and production.*

## **AREAS OF EXPERTISE**

- Time Management-Deadline Sensitive
- Team Building and Motivation
- Inventory Control/ Management
- Detail Orientated
- Value-Added Products & Customer Service
- Ethical
- Processing/Order management
- Microsoft Office Suites
- Cash Handling

## **KEY CAREER ACCOMPLISHMENTS**

### **CUSTOMER SERVICE**

- Strong verbal and communication skills.
- Self-starter; can be depended on to complete any task under minimal supervision.
- People oriented; enjoy working directly with customers and the general public.
- Successfully handled customer inquiries.
- Established dependability and work accuracy.
- Received and verified customer orders.
- The ability to work independently or as an integral part of a team.

## **CAREER HISTORY**

Houseman	Red Roof Inn	Atlanta Ga	2016-2017
Package Handler	UPS	Atlanta, Ga	2015-2016
Vendor	Levy Restaurant (GA. Dome)	Atlanta, GA	2007-2015

## **EDUCATION/CERTIFICATIONS**

Booker T Washington -Diploma-2007

## Dishwasher Test

Score / 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

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