

# RAHIF SANAM

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Detail-oriented team player with strong organizational skills. Ability to handle multiple projects simultaneously with a high degree of accuracy. Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals. To seek and maintain full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.

## Work Experience

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### **Car Detailer**

VIP hand car wash and detail - 12150 mall Blvd

June 2019 to July 2023

- Shined vehicle windows and windshields to remove water spots.
- Collected and disposed of trash in vehicle console spaces and under seats.
- Washed, waxed, and buffed vehicle bodies for professional shine.
- Maintained car detailing equipment and supplies in optimal condition for daily demands.
- Vacuumed interiors of vehicles to remove dirt and debris.
- Inspected interior and exterior of vehicles for cleanliness and accurately identified imperfections outside vehicle standards.
- Applied protective agents, including sealants, to protect surfaces.
- Maintained clean, tidy and safe work environment.
- Provided exceptional customer service and addressed customer inquiries.
- Restored luster to vehicle interiors, including upholstery and vinyl.
- Mixed cleaning solutions, abrasive compositions and other compounds to clean interior and exterior of vehicle.
- Cleaned engine and engine compartment with steam cleaning equipment and various cleaning agents to remove grease and grime.
- Utilized high-pressure washers to clean vehicles and equipment.
- Wiped down and polished interior and exterior surfaces.

### **Warehouse Associate**

Target - 3110 n alder ave

December 2019 to November 2021

- I was in charge of responsible for varied daily tasks such as restocking shelves, accepting incoming orders, processing and packing orders, counting inventory and ensuring orders are shipped in a timely manner.
- Checked packages and merchandise for damage and notified vendors.
- Performed inventory control, such as counting, and stocking merchandise.
- Consistently lifted materials weighing as much as 50 pounds.
- Cleaned and maintained warehouse in compliance with OSHA safety standards.
- Prepared orders for shipment by picking, packing, and labeling merchandise.
- Worked safely around moving machinery.

Inspected work areas for cleanliness and obstacles and removed cartons and boxes to keep work areas organized and hazard-free.

Manually or mechanically loaded and unloaded materials from pallets, skids, platforms, cars, lifting devices, or other transport vehicles

Operated pallet jacks and material moving equipment to receive and transport items from various warehouse locations.

Loaded, unloaded, and moved material to and from storage and production areas.

Operated forklift to safely move and safeguard stock and supplies in warehouse.

## **Busser**

Golden Steer

January 2012 to April 2014

Obtain service area assignment at the beginning of each shift

Promptly greet guests as they are seated and bring bread, butter and water to table

Remove used tableware between courses and provide tableware for next course

Clear tables after guests

Take tableware to dish room and place silverware, dishes, glassware, etc

In appropriate areas for washing

Promptly clean table tops, chairs and booths between seating

Check floor and clean as required

Reset and arrange tabletop

Inspect assigned restroom every 30 minutes and clean as needed

Respond appropriately to guest requests

Communicate guest requests to server as needed

Communicate with server and hostess to assure efficient seating, table utilization and customer service

Assist server as needed with food delivery, especially with large parties and during peak periods

Thank guests as they are leaving

Be available to fill in as needed to ensure the smooth and efficient operation of the restaurant as directed by the restaurant manager or immediate supervisor

Washes dishes in the absence of the dishwasher and/or as directed by the servers and manager

Prepares soups, salads and bread & Butter for the servers during rush periods.

## **Supervisor**

Skechers

August 2011 to November 2012

Ensure each customer receives outstanding service by mystery shop standards

Maintain awareness of all promotions and advertisements

Execute the daily operational, day-to-day goals and priorities assigned by store management

Assist in the training and development of peers

Uphold merchandising and store cleanliness standards

Participate in the processing of new shipments and help the team to keep the receiving and back stock area clean and organized

Responsive of safety issues

Conscious of shoplifting activity

Aid customers in locating merchandising in store

Answer customers' questions and provide information on procedures and policies.

## **Assistant Manager**

D's Towing

July 2007 to May 2011

Create schedules to ensure adequate and efficient staffing at all times  
Report staff hours to the Payroll department and respond to inquiries  
Recruit, interview, hire, and train staff as required  
Advise Store Manager on staffing needs and personnel issues  
Facilitate clear communication between road staff and office staff  
Proactively build and maintain customer relationships  
Motivate staff and maintain a positive work environment.

## **Usher**

Ultra Star Cinema - Apple valley CA

May 2006 to July 2007

Assist patrons at entertainment events by performing duties, such as collecting admission tickets and passes from patrons, assisting in finding seats, searching for lost articles, and locating such facilities as rest rooms and telephones.  
Directed ticket holders to seats and facility locations.  
Assisted patrons with seating by giving directions and lighting paths.  
Greeted customers with smile and provided friendly, knowledgeable service.  
Sold admission, processed payments, and issued tickets.  
Provided friendly and courteous customer service to all guests at events to enhance satisfaction.  
Maintained clean and organized venue to create pleasant experience for guests.

## Education

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### **Ged**

August 2023

## Skills

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- Lifting and sorting Stocking and replenishing  
Warehouse Logistics Professional demeanor  
Labeling and boxing Relationship building  
Purchase order verification Product and service sales  
Quantity calculations Cash register operation  
Order picking and processing Point of sale operation  
Assembly and production Exceptional customer service  
Warehouse environment safety Upselling  
Leadership and team building Cash Handling  
Loading and unloading Multi-tasking strength  
Pallet Jack Operations Product promotions  
Forklift Operations Excellent people skills  
Shipping and receiving Problem-solving skills  
Warehouse operations Sales training

## Certifications and Licenses

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### **Food Handler Certification**

## Assessments

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### **Forklift safety — Proficient**

November 2022

Best practices and safety hazards in forklift operation

Full results: [Proficient](#)

### **Work style: Reliability — Proficient**

July 2023

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Proficient](#)

### **Sales skills — Proficient**

August 2023

Influencing and negotiating with customers

Full results: [Proficient](#)

### **Attention to detail — Proficient**

August 2023

Identifying differences in materials, following instructions, and detecting details among distracting information

Full results: [Proficient](#)

### **Warehouse shift leader — Proficient**

November 2022

Supervising warehouse staff and maintaining safety and security standards

Full results: [Proficient](#)

### **Manufacturing fit — Proficient**

August 2023

Measures the traits that are important for success in manufacturing roles

Full results: [Proficient](#)

### **Construction safety — Proficient**

August 2023

Using safe practices while on a construction site

Full results: [Proficient](#)

### **Forklift safety — Proficient**

August 2023

Best practices and safety hazards in forklift operation

Full results: [Proficient](#)

### **Workplace safety — Proficient**

November 2022

Using safe practices at work

Full results: [Proficient](#)

## **Warehouse safety — Proficient**

December 2022

Using safe practices in a warehouse setting

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.