

Coming



CMG APPLICATION FOR EMPLOYMENT

APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS AND A BACKGROUND CHECK WILL BE COMPLETED

PLEASE COMPLETE PAGES 1-5 DATE 6-26-14

Name Thao, Arayaka
Last First Middle Maiden

Present address 1579 County Road D E Unit B
Number Street
Maplewood MD 55109
City State Zip

Social Security No. 390 - 88 - 2516

Telephone Cell: (763) 587-3001
Family Phone: 612-396-9082

E-Mail athao@live.com

If under 18, please list age _____ Referred by _____

Position applied for (1) <u>Production</u>	Shift available to work
and salary desired (2) <u>Packaging, Assembly</u> (Be specific)	1 st <input checked="" type="checkbox"/> _____ (2 nd choice)
	2 nd _____
	3 rd <input checked="" type="checkbox"/> _____ preferred shift (1 st choice)

How many hours can you work weekly? 40+ Can you work nights? Yes

Employment desired FULL-TIME ONLY PART-TIME ONLY FULL- OR PART-TIME

When available for work? Need two weeks notice to employer

Do you have responsibilities or commitments that will prevent you from meeting specified work schedules?
 No Yes If so, please explain possibly dental appts etc., but will let know in advance

Do you anticipate any absences from work on a regular basis?
 No Yes If so, please explain _____

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School	<u>Madison West High School</u>	<u>30 Ash St. Madison, WI 53705</u>	<u>12th Grade</u>	<u>H.S. Diploma</u>
College	<u>Purdue University</u>	<u>West Lafayette, IN</u>	<u>6 mths</u>	<u>Certificate</u>
Bus. or Trade School				
Professional School				

APPLICATION FOR EMPLOYMENT

DO YOU HAVE A DRIVER'S LICENSE? Yes ___ No

What is your means of transportation to work? My Own Vehicle

Driver's license number W763240015416 State of issue MA

Operator ___ Commercial (CDL) ___ Chauffeur ___

Expiration date 6-8-2016

Have you had any accidents during the past three years? ___ Yes No

If so, how many? _____

Have you had any moving violations during the past three years? ___ Yes No

If so, how many? _____

Please list two references other than relatives or previous employers.

Name Larry Name James Deptula

Position Manager Position Executive Chef

Company Service Master Commercial Systems Company Marriott Hotel & Resorts

Address 2800 Computer Ave #125 Address 1313 John A. Hammans Dr.
Bloomington, MD 55435 Middleton, WI

Telephone (612) 328-2365 Telephone (509) - 824-2742

APPLICATION FOR EMPLOYMENT

MILITARY

HAVE YOU EVER BEEN IN THE ARMED FORCES? Yes No

ARE YOU NOW A MEMBER OF THE RESERVE OR NATIONAL GUARD? Yes No

Branch _____ Specialty _____

Date Entered _____ Discharge Date _____

WORK EXPERIENCE

Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name <u>Service Master Commercial Systems</u>		Supervisor name <u>Macio Trejo</u>	
Position <u>Housekeeping</u>		Employment dates	Pay or salary
Company <u>Service Master Commercial Systems</u>		From <u>3/2013</u>	Start <u>9-00 hr</u>
Address <u>7800 Computer Ave</u>		To <u>Present</u>	Final <u>9-00 hr</u>
<u>Bloomington, MN 55435</u>		Your last job title <u>Housekeeping</u>	
Telephone <u>(952) 881-5226</u>			

Reason for leaving (be specific) Seeking FT

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company.
 - Cleaning Procedures
 - Learn about importance of cross contamination
 - Learn to use of MSDS and its purposes

Name <u>Solution, Inc.</u>		Supervisor name <u>Bill Christopoulos</u>	
Position <u>Items Processor</u>		Employment dates	Pay or salary
Company <u>Solution, Inc.</u>		From <u>4/2012</u>	Start <u>8-00 hr.</u>
Address <u>3600 Holly Lane</u>		To <u>7/2012</u>	Final <u>8-00</u>
<u>Plymouth, MN 55447</u>		Your last job title <u>Items Processor</u>	
Telephone <u>(763) 559-2225</u>			

Reason for leaving (be specific) Medical attention

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company.
 - Sorting
 - Organizing
 - assembling

APPLICATION FOR EMPLOYMENT

WORK EXPERIENCE

Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name <u>Doherty Staffing Solutions</u> Position <u>Various on-call</u> Company <u>Doherty Staffing Solutions</u> Address <u>2645 Metro Blvd SR439</u> <u>952-832-8300 Edina, MN</u> Telephone <u>(952) 832-8300</u>	Supervisor name _____ <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">Employment dates</th> <th style="width: 50%;">Pay or salary</th> </tr> <tr> <td>From <u>10/2011</u></td> <td>Start <u>8:00</u></td> </tr> <tr> <td>To <u>3/2012</u></td> <td>Final <u>10:00</u></td> </tr> <tr> <td colspan="2">Your last job title <u>Marsh A, B, Pack, warehouse</u></td> </tr> </table>	Employment dates	Pay or salary	From <u>10/2011</u>	Start <u>8:00</u>	To <u>3/2012</u>	Final <u>10:00</u>	Your last job title <u>Marsh A, B, Pack, warehouse</u>	
Employment dates	Pay or salary								
From <u>10/2011</u>	Start <u>8:00</u>								
To <u>3/2012</u>	Final <u>10:00</u>								
Your last job title <u>Marsh A, B, Pack, warehouse</u>									

Reason for leaving (be specific) medical attention, seeking temp job afterwards

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company.

- Potatoe Sorting, packing, stacking, Labeling boxes
- sweeping floor, wearing smocks, hard hat, boots
- Order Picking, Grade School test booklets

Name <u>Fairview University of MN Medical Center</u> Position <u>Surgical Instrument Process Tech</u> Company <u>Fairview University of MN Med Center</u> Address <u>2450 Riverside Ave.</u> <u>Mpls, MN 55454</u> Telephone (____) _____	Supervisor name <u>Carmen Estaban</u> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">Employment dates</th> <th style="width: 50%;">Pay or salary</th> </tr> <tr> <td>From <u>4/2011</u></td> <td>Start <u>16.53</u></td> </tr> <tr> <td>To <u>8/2011</u></td> <td>Final <u>16.53 hr</u></td> </tr> <tr> <td colspan="2">Your last job title <u>Surgical Instrument Processing Tech</u></td> </tr> </table>	Employment dates	Pay or salary	From <u>4/2011</u>	Start <u>16.53</u>	To <u>8/2011</u>	Final <u>16.53 hr</u>	Your last job title <u>Surgical Instrument Processing Tech</u>	
Employment dates	Pay or salary								
From <u>4/2011</u>	Start <u>16.53</u>								
To <u>8/2011</u>	Final <u>16.53 hr</u>								
Your last job title <u>Surgical Instrument Processing Tech</u>									

Reason for leaving (be specific) Family medical care

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

- Assembly of Surgical Instruments
- stacking, organizing
- computer use
- completing paperwork after assembly

May we contact your present employer? Yes No *only after job offer, Thanks !!*

Did you complete this application yourself Yes No

If not, who did? _____

**PLEASE READ CAREFULLY
APPLICATION FORM WAIVER**

In exchange for the consideration of my job application by Corporate Management Group, Inc.,

I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements and the like as they may exist from time to time, or other company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of Corporate Management Group, Inc. (CMG), or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by an officer of CMG. Both the undersigned and CMG may end the employment relationship at any time, without specified notice or reason. If employed, I understand that CMG may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts will result in my disqualification from consideration for employment or, if discovered after I begin employment, will result in my termination. I hereby give CMG permission to contact schools, all previous employers (unless otherwise indicated), references and others and hereby release CMG from any liability as a result of such contact.

I understand that a comprehensive background check may be conducted to determine my eligibility for hire by CMG. This may include but is not limited to, investigations of criminal and/or conviction records, driving records and/or a drug screen test as required by clients, government regulations or by CMG policies.

I release CMG and other persons or entities from any claims that might be based on CMG's decision to conduct a background check.

I understand that, in connection with the routine processing of your employment application, CMG may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics and mode of living. Upon written request from me, CMG will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

I further understand that my employment with CMG shall be probationary for a period of ninety (90) days and further that at any time during the probationary period or thereafter, my employment relationship with CMG is terminable at will for any reason by either party.

Signature of applicant _____

Date: _____

6-26-2014

ARYAKA THAO

1579 County Road D East, Unit B ♦ Maplewood, MN 55109 ♦ Cell: (763) 587-3001 ♦ athao_@live.com

Summary:

- Dedicated worker of change, engaging in identifying company shortcomings, and thriving in meeting the demands of a constantly changing environment
- Multi-task oriented, detail oriented, exceptional hand-eye coordination, effective working independently or as part of a team; and efficient in following through with directives
- Initiates relationship-building, supporting team members and management emphasizing on organizational objectives

Education:

Purdue University, West Lafayette, IN
Certification Course in Central Service Technician - Certificate Received: May 19, 2010

Experience:

Housekeeper - ServiceMaster Commercial Systems – Bloomington, MN, March 08, 2013 – Present

- Practice cleaning solutions, to restrain the spread of bacteria, viruses, mold and odors by emptying and sanitizing waste bins, sanitizing phone, door handles, spot clean walls, dividers, stall doors, restroom doors, clean and sanitize toilets and urinals
- Check and replenish all paper and soap dispensers in restroom, lunchroom and supply room daily; call in to order supplies when low
- Implement color coded microfiber towel wipes, to disinfect different areas such as: office, lobby, break room, exam bays, donor areas and restrooms, to prevent cross contamination
- Sweep, vacuum, and mopped daily prolonged a safe and fresh presentable appearance for customers, vendors and employees
- Maintain security checks of any irregularities or unauthorized persons in buildings. Responsible for adhering to all health and safety standards such as reporting occupational injuries and unsafe/unsecure conditions to management team
- Systemize housekeeping storage area into a clean and orderly appearance daily

Items Processor – Solutran – Plymouth, MN, April-July 26, 2012

- Visually inspect and collate payment check processing for tears, staples, tape, holes and special attachments for electronic check conversions, depository and disbursement solutions
- Volunteered to work early and late hours met production and performance goals by 85-97 percent

General Light Industrial – Doherty Staffing Solutions – Edina, MN, October, 2011- March, 2012

- Inspected, packaged and sort potato products for freshness and proper packaging quality
- Prioritized and multi-tasked around production line and near-by departments with stacking and packaging of special project orders, reduced work strain, raised employee morale, and faster turnovers for next job ticket
- Order select, grade to high school test booklets, in alpha-numerical sequence based on book item number, color and school district zone

Surgical Instrument Processing Technician – Fairview University of Minnesota Medical Center Riverside, West Bank – Minneapolis, MN, April 25, 2011- August 24, 2011

- Inspected and reassembled surgical instrument sets accurately and efficiently in accordance to computer application recipe instructions for cleanliness, corrosion and proper functionality
- Executed manual cleaning accurately and efficiently to remove contaminating infectious microorganisms and other bodily fluid contaminates from reusable instrumentation and equipment, prevented the spread of nosocomial healthcare infections to patients and user departments

Surgical Support Technician – United Hospital - St. Paul, MN, December 13, 2010- January 6, 2011

- Responsible for decontamination with enzymatic detergents, use of ultrasonic cleaners, and manual cleaning of reusable instrumentation and medical equipment, to remove contaminating infectious microorganisms and other harmful bodily fluid contaminates per govern regulatory guidelines
- Inspected instruments for cleanliness, corrosion, defects and proper functionality prevented injury and the spread of healthcare acquired infections to patients and user departments
- Coordinated with user departments on patient care equipment and soiled instrument pickup rounds, sustained constant flow of ready-to-use instrument sets and patient care equipment
- Prepared and re-assembled wrapped instrument sets accurately and efficiently in accordance to process procedures, fulfilled user departments requisition and STAT orders

- Demonstrated personal education and development through hands-on training, department meetings and web based education of current practices and trends
- Exercised sterilization: Steam, Hydrogen Peroxide, Ethylene Oxide and thermo disinfection machines, documenting run time, specification value, biological and technical indicators, minimized non-sterile items and maintained sterile ready-to-use items

Dishwasher - Marriott Hotel & Resorts – Madison Marriott West, Middleton, WI, 2008-2008

- Categorized and distribute clean kitchenware to customary inventory levels, daily in a timely manner
- Coordinated dish area to sustain an organized flow of dishes, which increased productivity by nearly 80 %
- Exercised wash machine shut-down by rinsing strainers, spray arms, filter, and monitor detergent levels every 2 hours, prevented downtime
- Provided as a production food prep assistant which prep variety of meals with team members for banquets of 100 to 4300 guests on weekends
- Prioritized and multitasked between user departments lowered work load at one area which helped reduced work strain and raised employee morale

3rd Shift In-Stock Associate - Wal-Mart Supercenter, Madison, WI, 2007-2007

- Accumulated merchandise corresponding to price and item number, onto designated shelves
- Performed and managed inventory utilizing a handheld radio frequency scanner to locate merchandise and price check items, sustaining customer and departmental requirements
- Compiled coded boxes with category shelf number, decreased unload time from freight trucks
- Initiated personal education development on scheduled, computer based training, on: customer service, stock, inventory, safety, and store policies increased work performance ethics

Labeler - Tech Enterprises Inc., Madison, WI, 2006-2006

- Assembled and labeled 50-100 display boxes within an hour, for upholstery, carpet, leather, vinyl and general multi-purpose cleaning solutions in sizes of 3-64 oz. containers
- Used hand eye coordination to package and stack household/multi-purpose cleaners from production line, unto pallets, adhering to department packaging guideline procedures.

Medical Assembly, Boston Scientific Corporation, Plymouth, MN, 2003-2005

Sentinel Department, Express Department, Laser Department

- Demonstrated alertness and attention to detail by assembling and inspecting 8-32mm stents under magnification in accordance to established Standard Operating Procedures (SOP) and guidelines
- Prioritized and multitasked between work stations lowered work load at one area which helped reduced work strain and raised employee morale
- Executed work materials corresponding to build plan on computer, generated constant supplies to assigned bins for next job order
- Reviewed process revision levels, prior to implementing job orders, saving money by minimizing scrap and nonconforming materials
- Verified calibration dates on machinery, calibrate and document results every 24 hours, continued persistent production output

Other Information:

- Received Play of the Day Recognition award in 2003 at Boston Scientific, in discovery of a defect on product during a 6 month dedicated overtime
- Elected to take part of a focus group with Quality Engineers at Boston Scientific to originate a proposal for work station processes
- Volunteered to work early/late ten-hour shifts and weekends, to meet department goals
- Contributed in Share Leadership roles at Boston Scientific by maintaining supply resources, verifying paperwork for completion, and performing general housekeeping duties
- Participated in the discussion of daily objectives, by determining work priorities to achieve monthly production goals
- Presented a 3 minute presentation in front of 50 employees and management on monthly targeted yields
- Competent keyboarder of 30-35 wpm