

Applicant Name: Courtney Dancy
Interviewer: Katie

Date: 7/21/15

Orientation

1. How did you hear about Corporate Management Group? Ad? Referral?

Indeed

2. Is that a mobile / Cell phone or lan line? Do you accept test messages?
How about email?

612-267-8009 / text

3. (+/-) What are your pay expectations? (Make sure to explain our pay structure)

\$9.75

4. (+/-) What shift(s) do you prefer to work?

3rd shift / open

5. (+/-) Are you available to work weekends?

yes

6. (+/-) How do you plan to get to and from work?

yes, ride

7. (+/-) Tell me about what you did at (Pick a previous position listed on application)?

• Why did you leave that position?

• If relevant - Why were you terminated?

- pastry work - puffery cream donuts
- Sanitation -

8. (+/-) Have you ever made a mistake while at work?

twins city Benefits

How did you handle it?

9. (+/-) Has there been a time when there wasn't any or enough work to do at one of your previous positions?

What did you do?

10. (+/-) Do you currently have any limitations or restrictions that we should be aware when considering you for a position? If so, What? (It does not eliminate them from opportunity we want to make the right match)

No

11. Preparation _____

12. Comprehension _____

+10

2180 London Ln E
Saint Paul, MN

Courtney Dancy

612-267-8009

~~290 Burnsville Circle~~

~~Burnsville, Minnesota 55306~~

OBJECTIVE

To obtain a Warehouse position that will promote growth, stability, and to utilize my acknowledgment in equipment and skills to provide best customer service.

SKILLS AND ABILITIES

- Communication – Good written and verbal presentation skills.
- Attention to Detail – Concerned with quality to ensure tasks are accurately and completely done.
- Hard-Working – Working in a busy environment under pressure.
- Flexible – Willing to try new things to improve efficiency.

EXPERIENCE

April 2012 to
October 2012

BP Gas Station, St. Paul, Minnesota

Sales Associate/Cashier

Assisted customers with purchases; handled transactions of up to \$1500 per shift; recorded inventory daily; manually priced merchandise; stocked food and beverage coolers; operated lottery machine; and assisted customers with gasoline and car washes.

September 2013 to
March 2014

Brunswick Zone XL, Lakeville, Minnesota

Game Room Attendant

Operated cash register and P/A announcements; handled cash and debit balancing start and end of shifts; maintained records of daily operations; filled merchandiser and game cranes; performed duties at laser tag counter such as game briefing and safety cautions; maintained safe and clean environment; assisted in inventory counts; assisted guests with ride operations; collected game cards and distributed redemption prizes; and cleaned game machinery.

May 2014 to June
2015

Twin Cities Maintenance Inc., Bloomington, Minnesota

Custodial Engineer Supervisor

Cleaned and sanitized production labs wearing full lab suits; maintained and inspected accurate quality control levels according to company's standard of procedures; formulated cleaning solutions safely and correctly; performed mopping and buffing of floors to maintain clean and healthy environment; ensured appropriate usage of supplies and equipment; ordered and organized inventory of supplies; and safely operated and maintained cleaning of machineries.