Job History Master — Roles & Measurable Duty Bullets

Format: Each Heading 1 is a role. Bullets are concise, measurable, and safety-aware to bridge into construction resumes.

# Line Cook

* Worked safely around 350–400°F equipment; verified PPE (gloves/apron) before shift.
* Portioned 40–60 orders per hour; labeled pans with time/date; followed FIFO.
* Used knives, slicer, and thermometer; recorded 165°F chicken temps on log.
* Kept cookline clean and organized; wiped spills; maintained clear walkways.
* Communicated with expo/servers to hit ticket times under 12 minutes.
* Broke down station; sanitized tools; restocked to par levels before close.
* Received deliveries; counted cases; stored at correct temp zones per spec.
* Helped train new hires on station setup and safe tool use.

# Prep Cook

* Scaled recipes; measured by weight (grams/ounces) for consistency.
* Cut, portioned, and labeled 30–50 lbs of product per shift.
* Used slicer/robot coupe safely; unplugged and cleaned per SOP.
* Checked produce quality; logged rejects; maintained cold-chain.
* Set up prep area; maintained 5S (sort, set, shine, standardize, sustain).
* Followed allergen separation; labeled containers; color-coded boards.
* Sharpened knives; replaced cut gloves when damaged; PPE used.
* Disposed of waste correctly; kept drains and floors clear.

# Server

* Handled 12–20 tables; prioritized by ticket time; communicated with kitchen.
* Checked IDs with UV light; followed cash/credit reconciliation steps.
* Verified orders; reduced mistakes by reading back key modifiers.
* Kept sections clean and stocked; staged condiments/silverware.
* Resolved guest issues calmly; escalated when safety was affected.
* Assisted teammates during rush; coordinated food running/bussing.

# Dishwasher

* Operated high-temp dish machine; verified 180°F rinse with test strip.
* Sorted wares; scraped and pre-rinsed to prevent clogs.
* Kept floors dry; posted wet floor sign; cleared walk paths.
* Emptied trash; compacted cardboard; balanced loads to reduce strain.
* Cleaned machine filters and spray arms daily per checklist.
* Assisted with pot sink; used correct dilution for sanitizer.

# Barista

* Pulled 150–250 drinks/shift; calibrated grinder; purged and wiped steam wand.
* Steamed milk to 140–150°F; verified with thermometer; logged from open to close.
* Handled cash and mobile orders; maintained queue under 5 minutes.
* Kept bar organized; rotated syrups; wiped no-slip mats.
* Prepped food case; checked hold temps; recorded waste.
* Explained products clearly; handled allergy questions safely.

# Cashier

* Processed 200+ transactions/shift; balanced till within $1 variance.
* Verified age-restricted sales; followed ID policy with scanner.
* Bagged items by weight and type; prevented crush/spill damage.
* Kept lane clean; staged bags; organized impulse racks.
* Escalated suspicious bills; followed counterfeit SOP.
* Logged returns/exchanges with reason codes accurately.

# Retail Associate

* Stocked 50–80 SKUs; rotated dates; set planograms per guide.
* Assisted customers; answered product questions; located items.
* Counted cycle inventory; corrected on-hand errors in device.
* Tidied aisles; maintained clear egress; removed trip hazards.
* Worked backroom pulls; scanned barcodes; used RF handheld.
* Helped with loss prevention awareness and door checks.

# Stocker

* Pallet-broke 30–60 cases/shift; staged by aisle; cut shrink safely.
* Faced shelves; verified labels; corrected mismatches.
* Used box cutters safely; replaced blades; disposed in sharps.
* Baled cardboard; stacked pallets to safe height (≤ 60″).
* Maintained clear endcaps; posted wet floor sign during mops.
* Updated shelf tags; scanned outs; notified lead of gaps.

# Merchandiser

* Executed resets per planogram; measured pegs and shelf spacing.
* Built displays; strapped/secured; verified load stability.
* Took before/after photos; uploaded to portal with timestamps.
* Lifted 30–50 lb cases using proper technique; used hand truck.
* Coordinated with store management on timelines and access.
* Removed old POP; disposed per recycling guidelines.

# Warehouse Associate

* Picked/packed orders; verified counts; printed labels; scanned totes.
* Kept pick paths clear; placed empty pallets in designated areas.
* Used pallet jack safely; horned at intersections; observed right-of-way.
* Wrapped pallets; checked stack height and weight distribution.
* Performed cycle counts; reconciled variances with lead.
* Followed PPE rules; steel-toe boots; gloves; ear/eye protection as needed.

# Order Selector

* Picked by RF gun; hit 95–110 lines/hour with <1% mis-picks.
* Verified lot/date codes; rotated stock (FIFO).
* Lifted 30–60 lb cases; used team lift for heavier items.
* Staged pallets; shrink-wrapped; labeled correctly for route.
* Reported damages; completed incident forms with photos.
* Maintained clean aisles and staging zones.

# Shipping & Receiving

* Checked BOL/packing slips; reconciled against PO; noted exceptions.
* Inspected inbound pallets; photographed damages; filed claims.
* Used pallet jack/dock plate safely; set wheel chocks.
* Printed outbound labels; weighed cartons; verified addresses.
* Scheduled pickups; coordinated with drivers on dock assignments.
* Maintained dock cleanliness; cleared debris and shrink wrap.

# Material Handler

* Moved materials with pallet jack; followed walk/face-forward policy.
* Delivered parts to work cells; scanned to location.
* Kept material racks labeled; updated whiteboard quantities.
* Band-strapped bundles; used corner protectors; checked stability.
* Assisted with inventory; counted and reconciled kits.
* Wore gloves, eye protection; followed pinch-point awareness.

# Forklift Trainee

* Shadowed certified operator; learned battery checks and daily pre-trips.
* Practiced pallet picks at low height under supervision.
* Observed traffic rules; horned at blind corners and intersections.
* Stacked empty pallets evenly; stayed under 4‑high per SOP.
* Reported any hydraulic leaks; locked out equipment if unsafe.
* Completed classroom modules; documented hours with trainer sign-off.

# Delivery Driver (Non‑CDL)

* Loaded van to route sequence; strapped and padded fragile items.
* Completed 80–140 stops/day using handheld device.
* Took proof‑of‑delivery photos (no faces); obtained signatures.
* Performed pre/post‑trip checks; reported defects to dispatcher.
* Maintained safe lifting technique (team lift ≥ 75 lb).
* Followed customer service scripts; resolved doorstep issues safely.

# Mover

* Wrapped/blanketed furniture; taped edges; labeled room destinations.
* Carried 50–100 lb items with team lift and straps.
* Used dollies and ramps; guided spotter; protected floors/walls.
* Disassembled/reassembled basics (legs, shelves) with hand tools.
* Completed inventory sheets; counted items in/out.
* Maintained clear paths; posted wet floor or trip hazard signs.

# Janitor

* Swept/mopped 10k–20k sq ft per shift; posted wet floor signs.
* Emptied trash/recycling; tracked bins and liners used.
* Used custodial cart; segregated chemicals; followed SDS.
* Cleaned restrooms; restocked; logged hourly checks.
* Performed light maintenance (bulbs, filters) under guidance.
* Reported hazards; blocked off unsafe areas until resolved.

# Custodian

* Maintained classrooms/offices; vacuumed and dusted per checklist.
* Moved tables/chairs for events; stacked safely; used dollies.
* Replaced ceiling tiles and filters with step ladder precautions.
* Inspected exits for egress; kept corridors clear.
* Coordinated with security for room access and lock-up.
* Documented work orders in logbook with timestamps.

# Housekeeper

* Cleaned 12–18 rooms/shift; followed top-down method; used checklists.
* Changed linens; inspected mattress covers; logged lost & found.
* Stocked cart; tracked inventory; restocked by par levels.
* Used EPA-registered disinfectants at correct dwell times.
* Reported maintenance issues; tagged out unsafe items.
* Kept hallways clear; placed wet floor signs during mopping.

# Security Guard

* Patrolled site; logged rounds; checked doors, alarms, and egress.
* Monitored cameras; escalated incidents; preserved chain of custody.
* Checked badges/IDs; enforced visitor rules.
* Wrote clear incident reports with times and witnesses.
* Coordinated with first responders when needed.
* Communicated hazards to site leads; taped off unsafe areas.

# Landscaper/Groundskeeper

* Mowed/trimmed; maintained blades; fueled equipment safely.
* Operated backpack blower; used hearing/eye protection.
* Pruned and removed debris; loaded trucks; secured loads.
* Checked irrigation heads; adjusted timers per spec.
* Applied mulch evenly; measured depth (2–3 inches).
* Kept walkways clear; posted work-in-progress signs.

# Construction Laborer (general)

* Carried materials; staged per plan; kept paths/elevations clear.
* Used hand tools (hammer, pry bar, drill) safely with PPE.
* Measured cuts; marked with square; verified dimensions.
* Assisted with demolition; sorted debris; filled dumpsters to line.
* Set up barricades/signage; maintained exclusion zones.
* Swept site; removed trip hazards; organized tool area.

# Demolition Laborer

* Completed selective demo; protected utilities; verified lockout/tagout.
* Used sawzall/hammer; controlled dust; maintained ventilation.
* Sorted materials (metal/wood/concrete); filled bins by type.
* Braced openings; posted caution tape; maintained spotter.
* Loaded debris; documented tonnage tickets when available.
* End-of-day housekeeping; inspected for nails/sharps.

# Traffic Control/Flagger

* Set up signs/cones per plan; measured taper lengths.
* Maintained radio contact; used standard hand signals.
* Kept egress clear; moved cones for emergency vehicles.
* Monitored driver behavior; reported near-misses.
* Wore high-visibility PPE; checked sunset visibility.
* Removed traffic control devices; verified inventory on pickup.

# Tool Room Attendant

* Checked in/out tools; recorded serials; confirmed condition.
* Charged batteries; labeled bins; maintained 5S organization.
* Inspected cords and guards; removed defective tools from service.
* Prepared kits for crews; verified contents against checklist.
* Received deliveries; updated inventory sheets in real time.
* Coordinated repairs; tracked ETA; documented downtime.

# Parts Counter

* Looked up parts by model; verified fit; reduced returns.
* Pulled orders; labeled bins; staged for pickup/shipping.
* Received stock; counted; updated on-hand quantities.
* Answered phones; recorded detailed messages for techs.
* Maintained counter displays; cleaned and restocked daily.
* Filed warranty claims; attached required documentation.

# Facilities Porter

* Emptied bins; replaced liners; sorted recycling/compost.
* Moved office furniture; used dollies; protected walls.
* Cleaned spills promptly; used wet floor signs.
* Restocked restrooms and break areas; tracked supplies.
* Reported hazards and maintenance needs to supervisor.
* Assisted with event setups and takedowns per layout.

# Event Setup Crew/Stagehand

* Loaded in/out; pushed cases; used ramps safely with spotter.
* Built stages/truss; verified pin/clamp engagement.
* Ran cables; taped paths; maintained egress and trip control.
* Followed plots; placed gear to marks; checked counts.
* Used radios; followed cue calls accurately under time pressure.
* Struck sets; returned hardware to labeled bins.

# Maintenance Helper

* Assisted techs; fetched parts; kept work area clear.
* Used hand tools; followed torque/measurement directions.
* Changed filters; logged dates and equipment IDs.
* Escorted contractors; verified badges and work scopes.
* Completed checklists; uploaded photos without faces.
* Followed lockout/tagout instructions during maintenance.

# Painter Helper

* Taped/covered; set drop cloths; protected finishes.
* Sanded/primed surfaces; vacuumed dust; wiped with tack cloth.
* Mixed paint; matched codes; logged batch numbers.
* Cleaned brushes/rollers; disposed of rags safely.
* Maintained ladder safety; three points of contact.
* Kept work area neat; removed trip hazards.

# Drywall/Lather Helper

* Carried sheets with a partner; staged by room; used lifts where needed.
* Snapped and cut; measured openings; used rasp safely.
* Screwed off boards; followed spacing pattern; verified lines.
* Cleaned scrap; swept floors; kept tools organized.
* Assisted tapers; mixed mud to spec; washed tools daily.
* Helped with layout; checked stud spacing and backing.

# Flooring Helper

* Demoed carpet/LVT; scraped adhesive; bagged debris.
* Measured rooms; checked squareness; snapped chalk lines.
* Cut planks/tiles; followed stagger pattern; maintained reveals.
* Rolled seams; used hand roller; trimmed transitions.
* Kept substrate clean; vacuumed dust; maintained PPE.
* Moved materials; stacked flat; acclimated per spec.

# Concrete Laborer

* Set forms; oiled; checked elevations with level.
* Placed concrete; used come‑along; vibrated per instruction.
* Floated/edged; watched bleed water; finished per weather.
* Stripped forms; cleaned; stacked and banded hardware.
* Maintained rebar caps and trip control around forms.
* Washed tools and chute area; kept site tidy.

# Mason Tender

* Mixed mortar to slump; staged bricks/blocks at waist height.
* Kept line blocks and poles set; cleaned joints and tools.
* Cut units with saw; used guards and water feed safely.
* Operated material hoist under direction; checked load limits.
* Maintained clean scaffold decks; toe boards installed.
* Swept and removed debris at end of shift.

# Carpenter Helper

* Carried lumber; staged by length/spec; checked for defects.
* Measured and cut; used miter/circular saw with guards.
* Assembled walls; checked plumb/level; nailed per schedule.
* Installed sheathing; maintained nailing patterns; verified spacing.
* Kept fasteners and tools organized; reduced search time.
* Maintained site housekeeping; cleared sawdust and offcuts.

# Roofer Helper

* Tore off shingles; loaded debris; kept ground and roof clear.
* Carried bundles safely; used roof jacks and harness anchors.
* Cut shingles; followed pattern; sealed penetrations.
* Installed underlayment/ice shield; rolled flat and straight.
* Used magnets to collect nails; protected landscaping.
* Watched weather; tarped as directed to protect interior.

# HVAC Helper

* Carried and staged duct; checked measurements; labeled runs.
* Used snips/brake; sealed joints with mastic/tape per spec.
* Assisted with setting equipment; leveled and shimmed pads.
* Pulled low-voltage wire; labeled; stapled at correct intervals.
* Recovered debris; verified clearances; kept work area clean.
* Used hand tools; followed torque values directed by tech.

# Electrical Helper

* Pulled/organized wire; labeled; maintained bend radius.
* Measured cuts; used knockouts/conduit cutters under supervision.
* Mounted boxes/straps; leveled; followed print marks.
* Kept panel area clean; no debris; maintained work lighting.
* Used PPE; maintained GFCI; locked out circuits when instructed.
* Logged materials used; returned excess to stock.

# Plumbing Helper

* Staged pipe/fittings; measured cuts; deburred; primed/glued per spec.
* Hung pipe; used hangers at required spacing; checked slope.
* Assisted with fixture set; leveled and shimmed as needed.
* Maintained clean work area; contained water spills; wet‑vac ready.
* Carried tools; kept inventories; restocked consumables.
* Followed PPE for glues/solvents; ventilated area as directed.

# Sheet Metal Helper

* Carried duct sections; protected edges; capped open ends.
* Used snips/seamers; followed layout marks; avoided sharp burrs.
* Installed hangers; measured drops; verified rod lengths.
* Sealed joints; wiped excess; labeled branches and rooms.
* Swept metal shavings; used magnet to collect fines.
* Maintained tool control; accounted for bits/screws.

# Ironworker Helper

* Staged bolts/plates; sorted by size/grade; verified counts.
* Used spud wrench; aligned holes; followed signaler commands.
* Kept drop zones clear; maintained barricades and signage.
* Tethered tools; kept lanyards in good condition.
* Assisted with torquing; recorded values as directed.
* Cleaned work area; stacked dunnage safely.

# Glazier Helper

* Carried glass with suction cups; used team lift; wore cut‑resistant gloves.
* Set blocks/shims; checked reveals; leveled frames.
* Applied sealant; smoothed; wiped excess to spec.
* Installed stops; verified gasket seating and corners.
* Kept floors clean; removed shards; used glass bin.
* Maintained PPE; sleeves/eye protection in cutting area.

# Welder/Fabrication Helper

* Prepped parts; deburred edges; wiped with solvent per SDS.
* Clamped pieces to jigs; verified alignment with square.
* Assisted with weld setup; checked gas; maintained clear cables.
* Chipped/ground slag; inspected weld beads with lead.
* Kept sparks contained; maintained shields and fire watch.
* Logged heat numbers and consumables per traveler.

# Grounds/Right‑of‑Way Helper

* Cleared brush; chipped; kept drop zone controlled with spotter.
* Used chainsaw under supervision; checked chain tension and PPE.
* Flagged traffic around work area; placed cones/signs per plan.
* Loaded logs/brush; secured loads; swept roadway of debris.
* Maintained tools; fueled and oiled safely; stored wedges and files.
* Communicated via hand signals/radio with climber and operator.

# Warehouse Clerk

* Logged inbound/outbound; matched BOL; updated system records.
* Filed documents; kept binder by date; scanned to shared drive.
* Issued pick lists; reprinted labels; assisted pickers.
* Counted cycle counts; reconciled; escalated discrepancies.
* Maintained office supplies; stocked forms and labels.
* Kept shipping area clean and accessible.

# Assembler (Light Manufacturing)

* Followed work instructions; assembled units to spec.
* Used torque driver; recorded torque values on traveler.
* Soldered or crimped as directed; inspected joints visually.
* Performed basic QC checks; flagged defects for lead.
* Packaged finished goods; added labels and paperwork.
* Maintained tool and part organization in workstation.

# Car Wash Attendant

* Guided vehicles; checked neutral/antenna mirrors per SOP.
* Pre‑rinsed bugs/road tar; applied soap with controlled wand.
* Wiped interiors; vacuumed; logged damage notes with photos.
* Stocked chemicals; mixed per dilution chart; wore PPE.
* Kept bays and walkways clean; posted wet floor signs.
* Handled cash/receipts; balanced drawer at close.

# Hotel Front Desk

* Checked in guests; verified IDs and payments; issued keys.
* Handled room changes; coordinated with housekeeping.
* Logged maintenance requests; called appropriate vendor.
* Balanced cash/credit; closed shift with reports.
* Answered phones; documented messages accurately.
* Maintained lobby cleanliness and signage.

# Call Center Rep

* Answered 30–60 calls/shift; used scripts; documented tickets.
* Verified customer identity; updated records accurately.
* Escalated hazards/urgent issues per SOP.
* Followed call metrics (AHT, QA scores); improved with coaching.
* Used headset/computer; managed multiple systems without error.
* Closed tickets with clear notes and next steps.

# Receptionist

* Greeted visitors; verified purpose; issued badges.
* Maintained sign‑in logs; complied with privacy rules.
* Handled mail/packages; logged and notified recipients.
* Scheduled appointments; kept calendar accurate.
* Answered phones; routed messages clearly.
* Kept front desk area tidy and accessible.

# Caretaker/Childcare Assistant

* Supervised groups; maintained headcounts at all times.
* Set up activities; cleaned and sanitized materials.
* Prepared snacks; logged allergies; checked temperatures.
* Communicated with parents; documented incidents professionally.
* Maintained safe play areas; removed hazards promptly.
* Followed daily schedules and instructions from lead staff.

# Grocery Bagger/Cart Attendant

* Bagged to prevent damage; separated chemicals from food.
* Collected carts safely; wore high‑visibility; watched traffic.
* Cleaned entryways; mopped spills; posted wet floor signs.
* Assisted customers to vehicles; followed lifting technique.
* Returned stray items to shelves; maintained front‑end order.
* Supported cashiers during rush periods.

# Food Runner/Expo

* Checked plates for accuracy; verified allergens/modifiers.
* Staged tickets; prioritized by time; communicated to line.
* Stocked pass; kept heat lamps and window clean.
* Ran plates safely; maintained egress; avoided spills.
* Assisted with closing sidework and restocking.
* Logged comps/remakes per manager direction.

# Host/Hostess

* Managed waitlist; quoted times; seated to server rotation.
* Prepared sections; menus/silverware stocked; cleaned stations.
* Resolved seating conflicts; communicated with team calmly.
* Answered phones; took basic reservations or messages.
* Monitored entry for safety; cleared obstructions.
* Assisted bussers with table resets during rush.

# Baker Assistant

* Scaled ingredients by weight; verified measurements.
* Monitored proofing times; logged oven temps/bakes.
* Used mixers/slicers safely; cleaned and sanitized.
* Packaged product; labeled with dates; rotated stock.
* Kept work area organized; minimized cross‑contamination.
* Followed schedules to meet production targets.

# Butcher/Meat Counter Assistant

* Wrapped/labeled meats; verified weights and prices.
* Kept cases clean; rotated stock; checked temps.
* Used knives/saws safely; wore cut‑resistant PPE.
* Cleaned tools; sanitized boards; disposed of waste correctly.
* Assisted customers; answered basic prep questions.
* Logged grind logs/lot codes as required.

# Delivery Helper (Furniture/Appliances)

* Prepped pads/straps; protected doorways and floors.
* Carried heavy items with team lift and dollies.
* Assembled basics; used hand tools; checked fasteners.
* Photographed placement; obtained delivery confirmations.
* Kept truck organized; tied down loads per SOP.
* Communicated ETA and issues to dispatch.

# Print Shop Assistant

* Printed/cut jobs; verified sizes and paper types.
* Operated copiers/laminators; cleared jams safely.
* Checked proofs; corrected typos with customer approval.
* Packed orders; protected corners; labeled boxes.
* Maintained supplies; tracked toner and paper usage.
* Kept counters and cutters clean for safety.

# Parking Attendant

* Directed vehicles; maintained safe pedestrian paths.
* Handled cash; issued tickets; balanced drawer.
* Watched for hazards; reported spills and obstructions.
* Placed cones/signs; removed at end of shift.
* Assisted customers with basic questions/directions.
* Kept booth area clean and stocked.

# Valet Attendant (Non‑CDL)

* Parked/retrieved vehicles; inspected for existing damage.
* Used key control; labeled and stored securely.
* Followed speed limits and traffic patterns on site.
* Assisted guests with doors/luggage safely.
* Reported unsafe vehicles; refused operation per policy.
* Kept lanes clear; maintained communication with team.

# Theater Usher

* Checked tickets; directed seating; kept aisles clear.
* Monitored guests for safety issues; escalated disruptions.
* Cleaned theaters; removed debris between shows.
* Restocked supplies; kept entrances neat.
* Assisted with emergency egress when needed.
* Provided basic venue information to guests.

# Farm Hand/Greenhouse Worker

* Watered and fertilized per schedule; logged applications.
* Transplanted/harvested; counted flats/crates; recorded yields.
* Operated small tools; maintained guards/PPE.
* Loaded product; stacked safely; secured loads.
* Removed plant waste; kept walkways clear.
* Maintained irrigation and greenhouse cleanliness.

# Pet Care/Kennel Assistant

* Fed and watered on schedule; tracked intake/output logs.
* Cleaned kennels; sanitized per SOP; handled chemicals safely.
* Walked dogs; used leash control; monitored behavior.
* Washed laundry; folded and stocked supplies.
* Assisted with customer pick‑ups with secure hand‑offs.
* Reported health concerns to supervisor promptly.

# Warehouse Packer

* Packed orders; selected correct dunnage; prevented damage.
* Printed labels; weighed; verified addresses and SKUs.
* Sealed cartons; stacked to safe heights on pallets.
* Scanned orders as shipped; updated system status.
* Maintained clean packing stations; organized supplies.
* Reported low inventory of packaging materials.

# E‑commerce Picker/Packer

* Picked units by scanner; confirmed item/size/color.
* Met pick/pack rates; minimized errors under time pressure.
* Resolved out‑of‑stocks; suggested subs per SOP.
* Kept aisles clear; returned stray items to bins.
* Sealed and labeled parcels; staged by route.
* Followed PPE and ergonomic lifting practices.

# Thrift Store Associate

* Sorted donations; separated by category; checked for hazards.
* Priced items; followed pricing guides; tagged and hung.
* Stocked sales floor; rotated inventory; removed unsafe items.
* Assisted customers; kept fitting rooms clear.
* Baled textiles/cardboard; used compactor safely.
* Maintained clean dock and donation lanes.

# Donation Center Attendant

* Directed vehicles; unloaded donations safely; used carts/dollies.
* Screened items; rejected unsafe/soiled items per policy.
* Sorted to bins; labeled; kept dock clear.
* Provided receipts; recorded counts/weights if required.
* Communicated with retail floor on needed categories.
* Kept traffic cones/signage in correct positions.

# Laundry Attendant

* Sorted linens by type/soil; loaded machines to capacity.
* Measured detergent; set cycles; tracked loads/hour.
* Dried/folded to spec; stacked safely; labeled carts.
* Cleaned lint traps; reduced fire risk; logged maintenance.
* Kept floors dry; posted wet floor signs during spills.
* Reported machine issues to maintenance promptly.

# Restaurant Cleaner/Busser

* Cleared tables within 2 minutes; reset with correct placements.
* Wiped/sanitized surfaces; used correct dwell times.
* Kept server stations stocked; rolled silverware to par.
* Emptied trash; replaced liners; separated recycling.
* Mopped spills immediately; posted wet floor signs.
* Assisted servers with running food during rush.

# Window Cleaner (Ground‑level)

* Mixed solution per spec; labeled bottles; wore eye protection.
* Used squeegee and pole; protected floors and fixtures.
* Moved ladders safely; maintained three points of contact.
* Cleaned frames and sills; removed debris; kept area neat.
* Tracked job completion on checklist with timestamps.
* Loaded/unloaded tools; secured in vehicle.

# Fuel Station Attendant

* Monitored pumps; assisted customers; responded to spills per SOP.
* Checked tank levels; logged readings; called for deliveries as needed.
* Stocked store items; rotated dates; maintained coolers.
* Cleaned forecourt; emptied bins; kept windscreen stations filled.
* Verified age for restricted items; followed ID policies.
* Closed cash drawer; balanced receipts and reports.

# Seasonal Helper (Holiday Ops)

* Unloaded seasonal freight; staged by department; cut shrink safely.
* Set displays; followed diagrams; verified lighting works.
* Assisted customers with high volumes; kept lines organized.
* Maintained clear egress in busy aisles; monitored hazards.
* Packed away returns; labeled totes; updated counts.
* Supported inventory and recovery at close.

# Temp Laborer (General)

* Arrived on short notice; received site safety brief; signed in/out.
* Completed basic labor tasks (carry, clean, stage) safely with PPE.
* Followed instructions from different site leads daily.
* Documented hours; returned loaned tools in good condition.
* Maintained housekeeping; removed trip hazards promptly.
* Reported near‑misses and hazards to supervisor.

# Warehouse Runner

* Delivered urgent parts to lines; verified work order numbers.
* Tracked pickups/drop‑offs with timestamps and signatures.
* Used radio; communicated status; prioritized critical calls.
* Kept aisles clear; returned empties; organized carts.
* Checked small tools in/out; charged batteries.
* Supported inventory with quick cycle counts.

# Construction Runner

* Picked up materials from suppliers; verified loads vs. receipts.
* Delivered to crews; staged in safe zones; confirmed counts.
* Collected signatures/photos (no faces) as proof of delivery.
* Returned unused items; processed credits with vendor.
* Maintained vehicle checklist; reported issues.
* Kept site access paths and laydown areas clear.