



Ivy Fielden <ivy@acrobotoutsourcing.com>

Fwd: Hours for last week

1 message

Gil Sosa <gil@acrobotoutsourcing.com>
To: Ivy Fielden <ivy@acrobotoutsourcing.com>

Tue, Apr 16, 2019 at 8:53 AM

Hey Ivy,

Here is the confirmation for Barbara Sidney for 4/9. Go ahead and pay her for 4/11 as well, but not bill them. She was there but they can't confirm.

Kenneth Bailey is also a pay and no bill... 4/12 4:00pm-12am. It seems he didn't check in or out with anyone but is whipping me that he worked.

Sheraton Dallas Rest.

Thank you,

Gil Sosa
Operations Manager
Acrobat Outsourcing
13601 Preston Rd. West Tower Office 548 | Dallas, TX 75240

O: (214) 634-7508 **M:** (972) 814-8151
E: gil@acrobotoutsourcing.com



We are currently re-branding Acrobat Outsourcing, and you will notice some gradual changes to our look and name over the next few months. Please visit www.acrobotoutsourcing.com for more information on our re-brand.

If you are placing a last minute order or calling off a shift, please call our 24-hour answering service at (800) 236-2276 ext. 2207



----- Forwarded message -----

From: **Smith skelton, Sara** <Sara.Smithskelton@marriott.com>
Date: Mon, Apr 15, 2019 at 5:28 PM
Subject: Re: Hours for last week
To: Gil Sosa <gil@acrobotoutsourcing.com>

From my Tuesday supervisor:

So far, all I have is Barbara did work 4p-12a Tuesday 4/9
Still waiting on Alfred to respond with Thursday's temps

So good on that. Cannot comfort Kenneth at this time.

Sent from my iPhone

On Apr 15, 2019, at 4:11 PM, Gil Sosa <gil@acrobotoutsourcing.com> wrote:

Hey Sara,
I completely agree with the entire email. Thank you for checking for us.

Sincerely,

Gil Sosa
Operations Manager
Acrobat Outsourcing
13601 Preston Rd. West Tower Office 548 | Dallas, TX 75240
O: (214) 634-7508 **M:** (972) 814-8151
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On Mon, Apr 15, 2019 at 3:57 PM Smith skelton, Sara <Sara.Smithskelton@marriott.com> wrote:
Below are what I have filled in by those that were here. I cannot confirm they were here if they fail to check in with the supervisor or manager to fill out their slots on the sheets. If they don't come and fill it out, it's like they did a no show. It is their responsibility to do this, so there is proof they worked the hours that they did. I'll get back with my evening supervisor to see if he remembers Barbara and Kenneth working those dates and times.

Thank you for asking! 😊 I appreciate the opportunity to get clarification. We don't want them to not get paid for work they did, however I am not ok paying for work they didn't actually do. I'm sure you get that completely.

I'll get back with you ASAP

Sara

<image1.jpeg>

<image2.jpeg>

<image3.jpeg>

<image4.jpeg>

<image5.jpeg>

Sent from my iPhone

On Apr 15, 2019, at 3:45 PM, Gil Sosa <gil@acrobotoutsourcing.com> wrote:

Hey Sara,
Most of the hours are taken care of for last week. We have taken Nelson Enudi off (zeroed out his hours)for the 4pm shift on Sunday, 4/14.

Barbara Sidney is claiming she worked:
Tuesday, 4/9/2019 and Thursday, 4/11/2019 from 4pm-12am 30min break

Kenneth Bailey is claiming he worked:
Thursday, 4/11/2019 3:00pm-12am 30min break
Friday, 4/12/2019 4:20pm-12am 30min break.

Can we can some clarification on this?

Thank you,

Gil Sosa

Operations Manager

Acrobat Outsourcing

13601 Preston Rd. West Tower Office 548 | Dallas, TX 75240

O: (214) 634-7508 **M:** (972) 814-8151

E: gil@acrobotoutsourcing.com



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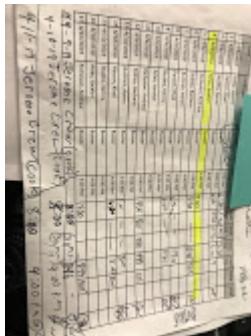


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5 attachments

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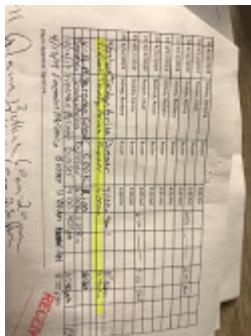


Handwritten weekly hours log for week 41-4, page 1. The log is organized into columns for day, hour, and activity. The first column lists days from Monday to Sunday. The second column lists hours from 00:00 to 23:00. The third column lists activities, with some entries highlighted in yellow. The log shows various work tasks and personal time.

Day	Hour	Activity
Monday	00:00	
	01:00	
	02:00	
	03:00	
	04:00	
	05:00	
	06:00	
	07:00	
	08:00	
	09:00	
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	23:00	

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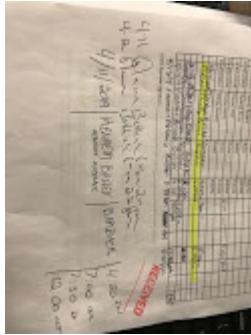


Handwritten weekly hours log for week 41-4, page 2. The log is organized into columns for day, hour, and activity. The first column lists days from Monday to Sunday. The second column lists hours from 00:00 to 23:00. The third column lists activities, with some entries highlighted in yellow. The log shows various work tasks and personal time.

Day	Hour	Activity
Monday	00:00	
	01:00	
	02:00	
	03:00	
	04:00	
	05:00	
	06:00	
	07:00	
	08:00	
	09:00	
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	23:00	

image3.jpeg

92K



Handwritten weekly hours log for week 41-4, page 3. The log is organized into columns for day, hour, and activity. The first column lists days from Monday to Sunday. The second column lists hours from 00:00 to 23:00. The third column lists activities, with some entries highlighted in yellow. The log shows various work tasks and personal time.

Day	Hour	Activity
Monday	00:00	
	01:00	
	02:00	
	03:00	
	04:00	
	05:00	
	06:00	
	07:00	
	08:00	
	09:00	
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	23:00	

image4.jpeg

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Handwritten weekly hours log for week 41-4, page 4. The log is organized into columns for day, hour, and activity. The first column lists days from Monday to Sunday. The second column lists hours from 00:00 to 23:00. The third column lists activities, with some entries highlighted in yellow. The log shows various work tasks and personal time.

Day	Hour	Activity
Monday	00:00	
	01:00	
	02:00	
	03:00	
	04:00	
	05:00	
	06:00	
	07:00	
	08:00	
	09:00	
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	22:00	
	23:00	

image5.jpeg

100K



Handwritten weekly hours log for week 41-4, page 5. The log is organized into columns for day, hour, and activity. The first column lists days from Monday to Sunday. The second column lists hours from 00:00 to 23:00. The third column lists activities, with some entries highlighted in yellow. The log shows various work tasks and personal time.

Day	Hour	Activity
Monday	00:00	
	01:00	
	02:00	
	03:00	
	04:00	
	05:00	
	06:00	
	07:00	
	08:00	
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