

Interview Note Sheet

Applicant Information	
Name: <u>Shantel Wilson Watson</u>	Interviewer: <u>Danette</u>
Date: <u>6/8/2016</u>	Rate of Pay:
Position (s) Applied for: <u>barista, cashier, prep</u>	Referred by:

Test Scores					
Server	/35	%	Bartender	/30	%
Prep Cook	/15	<u>85</u> %	Barista	/15	<u>87</u> %
Grill Cook	/40	%	Cashier	/15	<u>87</u> %
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:
<u>Full-Time</u>
Part-Time

Relevant Experience & Summary of Strengths
<p><u>Illy!!</u> am shifts</p> <p>France works in Hayward Cal - state assignments??</p> <p>Starbucks - 15 years</p> <p>worked for PLD + Party Staff</p> <p>Total of _____ in Food Service/Hospitality</p>

P.O.S. Experience: (Y) / N details: Starbucks

Transportation
<input type="checkbox"/> Car <input checked="" type="checkbox"/> <u>Public Transit</u> <input type="checkbox"/> Carpool (Rider / Driver)

Regions Available to work:
<input checked="" type="checkbox"/> <u>SF City</u> <input type="checkbox"/> SF North <input type="checkbox"/> SF Peninsula <input checked="" type="checkbox"/> <u>East Bay</u> <input checked="" type="checkbox"/> <u>Outer East Bay</u>
<input type="checkbox"/> San Jose <input type="checkbox"/> South San Jose <input type="checkbox"/> SJ Peninsula

Certifications (if any)
<input type="checkbox"/> TIPS <input type="checkbox"/> Serv-Safe <input type="checkbox"/> LEAD <input type="checkbox"/> Other _____ <input type="checkbox"/> Will Submit

Availability
<input type="checkbox"/> Open <input type="checkbox"/> AM only <input type="checkbox"/> PM only <input type="checkbox"/> Weekdays only <input type="checkbox"/> Weekends only

Details: Mornings preferred MON-FRI

Uniforms Owned:
<input type="checkbox"/> Bistro <input type="checkbox"/> Black Bistro <input type="checkbox"/> Tuxedo <input type="checkbox"/> 1/2 Tuxedo <input type="checkbox"/> Black Vest <input type="checkbox"/> Long Black Tie
<input type="checkbox"/> Chef Coat <input type="checkbox"/> Chef Pants <input type="checkbox"/> Knives <input type="checkbox"/> Black Pants <input type="checkbox"/> Non-Slip Shoes <input type="checkbox"/> Bow Tie <input type="checkbox"/> Other: _____

Would you recommend this applicant for Acrobat Academy?	Convention Candidate?	Other Languages Spoken:
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Employment Application

816-501-9067

Acrobat Outsourcing is an equal opportunity employer dedicated to non-discrimination in all employment practices. Acrobat Outsourcing selects the best qualified individual for the job based on job-related qualifications regardless of race, age (40+), color, religion, gender, national origin, ancestry, marital status, sexual orientation, disability or any other status protected by applicable law.

PLEASE PRINT

Full Name Shantel Watson Date: 6/8/16
 Home Telephone (510) 309-9369 Other Telephone ()
 Present Address 1500 27th Ave #24 Oakland CA 94601
 Permanent Address, if different from present address: _____
 Email Address swatson41510@yahoo.com

EMPLOYMENT DESIRED

Position applying for: Cashier / Barista / Prep Cook Salary desired: Negotiable
 Are you currently registered with any staffing and/or employment agencies? If so, please list NO
 Are you applying for: Full-time work? Yes ☒ No ☐ Part-time work? Yes ☒ No ☐
 Temporary work, e.g., summer or holiday work? Yes ☐ No ☐ From: _____ To: _____
 How did you find out about our open position? (Please check fill in proper name of source):
 Referral ☐ Name of Referral _____ Newspaper ☐ Job Fair ☐ Agency ☐ Company Website ☐
 Other Web Posting ☐ Other Source ☒
 Could you work overtime, if necessary? Yes ☒ No ☐ If hired, on what date could you start working? _____

Please keep in mind that schedules and shifts may vary depending on position and season. Additionally, the hours may vary from week to week, depending on the company needs. Please list only the times/days you're available to work below.

SPECIFY HOURS AVAILABLE DAILY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
AM		8am	8am	8am	8am	8am	8am
PM		6pm	6pm	6pm	6pm	6pm	11pm

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:
NO

PERSONAL INFORMATION

Have you ever applied to or worked for Acrobat Outsourcing before? Yes ☒ No ☐ If yes, when? 2011 or 2012
 Do you have friends or relatives working for Acrobat Outsourcing? Yes ☐ No ☒ If yes, please state name and relationship _____
 If hired, would you have a reliable means of transportation to and from work? Public Yes ☒ No ☐
 If hired, can you present evidence of your legal right to live and work in this country? Yes ☐ No ☐
 State age if you are under 18 _____. If you are under 18, hire is subject to verification that you are of minimum legal age to work.
 Are you able to perform the essential functions of the job for which you are applying? Yes ☒ No ☐

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Your Hospitality Staffing Professionals

If no, describe the functions that cannot be performed. (Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.) _____

Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment qualified applicants with arrest and conviction records.

EDUCATION & SKILLS

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
Wallenberg T.H.S	SF CA	Diploma	Yes
California Culinary Academy	SF CA	Degree	Yes
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES	NO
Are you computer literate? If so, list software knowledge under "Special."		YES	NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		YES	NO
Do you have any other experience, training, qualifications or special skills, which you feel make you especially suited for work at Acrobat Outsourcing? If so, please list under "Special."		YES	NO
Special:			

EMPLOYMENT HISTORY

List below all present and past employment starting with your most recent employer (last 10 years is sufficient). Account for unemployment periods of three months or more.

Are you currently employed? Yes ☒ No ☐ If so, may we contact your current employer? Yes ☐ No ☒

Name and Address of Employer K&G fashion

Type of Business Retail Telephone No. (____) _____ Supervisor's Name Gwen

Your Position and Duties Cashier

Dates of Employment: From 8/16 To Present Weekly Pay: Starting 12.55 Ending _____

Reason for Leaving: _____

Name and Address of Employer Starbuck SF California & Oakland CA

Type of Business retail/ customer service Telephone No. (510) 834-8406 Supervisor's Name Fred Hegenberger

Your Position and Duties Shift Supervisor - Deposits, bank runs, tip Calculations/distribution, ordering/recieving

Dates of Employment: From 2000 To 2015 Weekly Pay: Starting 7.50 Ending 15.51

Reason for Leaving: Maternity leave, My spot got filled

Name and Address of Employer Paula le Duc Catering

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Your Hospitality Staffing Professionals

Type of Business Catering Telephone No. () Supervisor's Name

Your Position and Duties Back of the house Staff / prep cook
prepping for weddings & private parties

Dates of Employment: From 2008 To 2011/12 Weekly Pay: Starting 14.95 Ending 14.95

Reason for Leaving: I stopped taking on call shifts because I worked full time at Starbucks

Name and Address of Employer

Type of Business Telephone No. () Supervisor's Name

Your Position and Duties

Dates of Employment: From To Weekly Pay: Starting Ending

Reason for Leaving:

Have you ever been fired from any previous place of employment? If so, please explain:

MILITARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military? Yes No ☒
If so, describe:

JOB RELATED REFERENCES

List below three persons not related to you who have knowledge of your work performance within the last three years.

Name: Ania Murphy Telephone No. (510) 693-2245
Address Houston, Texas

Occupation: Barista / Supervisor Relationship: Coworker Number of Years Acquainted: 3

Name: Tracy Ross Telephone No. (415) 573-5087
Address San Leandro, California

Occupation: Relationship: friend Number of Years Acquainted: 28 yrs

Name: Latisha Pryor Telephone No. (707) 333-8833
Address Fairfield California

Occupation: retail Manager Relationship: Classmate Number of Years Acquainted: 6 yrs

Please Read Carefully, Initial Each Paragraph and Sign Below

_____ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material facts on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I hereby authorize Acrobat Outsourcing to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

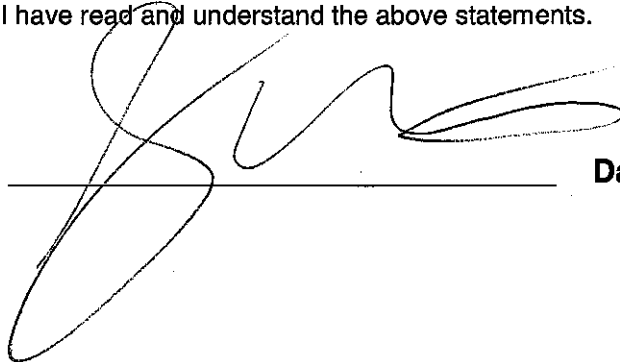
_____ I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice and law enforcement agency and general public records history.

_____ I understand that if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 form in this regard within three days of my hire date.

_____ Acrobat Outsourcing is an at-will employer. I understand that nothing contained in the application, or conveyed during any interview, which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, with or without cause, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

I hereby acknowledge that I have read and understand the above statements.

Applicant's Signature



Date

6/8/16