

Interview Note Sheet

Applicant Information

Name: <u>Jacob D Traver</u>	Interviewer: <u>Steven Gonzalez</u>
Date: <u>9/7/17</u>	Rate of Pay:
Position (s) Applied for: <u>Bartender</u>	Referred by:

Test Scores

Position	Score	%	Position	Score	%
Server	/35	%	Bartender	28/35	%
Prep Cook	/20	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/16	%

Position
<input checked="" type="radio"/> Fall-Time
<input type="radio"/> Part-Time

Relevant Experience & Summary of Strengths

Jacob D Traver is an Old employee.
He wants more work from Acrobat.
Seeking bartending jobs only. Jacob
worked as a prep cook at Sonic Drive In.

P.O.S. Experience: Y / N details: _____

Transportation

Car Public Transit Carpool (Rider / Driver)

Regions Available to work

Kansas City, KS Overland Park, KS Kansas City, MO Independence, MO

Certifications (if any)

TiPS Serv-Safe LEAD Other _____ Will Submit

Availability

Open AM only PM only Weekdays only Weekends only

Details: _____

Uniforms Owned

Bistro Black Bistro Tuxedo 1/2 Tuxedo Black Vest Long Black Tie
 Chef Coat Chef Pants Knives Black Pants Non-Slip Shoes Bow Tie Other: _____

Would you recommend this applicant for Acrobat Academy?

Convention Candidate?

Other Languages Spoken:

Jacob D Traver

EXPERIENCE

ADDRESS

P.O. Box: 26041

[02.2014-06.2014]

Kansas City, MO 64106

Production: Nutro – Home of the Greenies

1315 N Chouteau Trafficway, Kansas City, MO

Production line worker. Packaging product for delivery. Packaging product assembly. Order fulfillment.

TELEPHONE

(816)269-6810

[03.2010-01.2013]

Food Service Cook: Sonic Drive-In

10802 East US Highway 40, Independence, MO

Followed all local and state food safety protocols. Prepare foods to quickly meet order demand. Maintained clean work station. Completed end of day duties. Open or close stations in restaurant as needed. Customer service.

EMAIL

JakeTraver17@Gmail.com

OBJECTIVE

[02.2008-01.2010]

To find a position in which previous skills can be fostered and evolved for the betterment of the agency and for personal growth.

Food Service Cook: Sonic Drive-In

2800 S Limit Ave, Sedalia, MO

Followed all local and state food safety protocols. Prepare foods to quickly meet order demand. Maintained clean work station. Completed end of day duties. Open or close stations in restaurant as needed. Customer service.

EDUCATION

REFERENCES

Penn Valley Community College - Kansas City, Missouri [2011]

Available upon request

Employment Application

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 Jake Douglas Traver Date: 9/5/17
 Home Telephone (316) 269-6810 Other Telephone () N/A
 Present Address 918 E 9th St. Kansas City, MO 64106
 Permanent Address, if different from present address: N/A
 Email Address JakeTraver17@gmail.com

EMPLOYMENT DESIRED

Position applying for: Bartender Salary desired: Open
 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? 9/6/17

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	8:00	8:00	8:00	8:00	8:00	8:00	8:00
PM.	10:00	11:00	11:00	11:00	11:00	11:00	11:00

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:

Friday 8/11 to Sunday 10/1

PERSONAL INFORMATION

Have you ever applied to or worked for Acrobat Outsourcing before? Yes No If yes, when? _____
 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? Yes No Metro

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

Acrobat

OUTSOURCING
Your Hospitality Staffing Professionals

Your Position and Duties _____

Dates of Employment: From _____ To _____ Weekly Pay: Starting _____ Ending _____

Reason for Leaving: _____

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: _____ Telephone No. (____) _____

Address: _____

Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

Name: _____ Telephone No. (____) _____

Address: _____

Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

Name: _____ Telephone No. (____) _____

Address: _____

Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

Bartenders Test

Score 28 / 35

Multiple Choice (6 points)

B 1) Carbonation _____ the rate of intoxication.
 a) Slows down
 b) Speeds up
 c) Does nothing to

B 2) What are the six most commonly used spirits?
 a) Sweet and Sour, Triple Sec, Grenadine, Midori, Lime Juice and Cranberry Juice
 b) Vodka, Whiskey, Gin, Bourbon, Rum and Tequila
 c) Chardonnay, Cabernet Sauvignon, Champagne, Merlot, Sauvignon Blanc, Zinfandel
 d) Kahlua, Vodka, Frangelico, Gin, Tequila, Spiced Rum

B 3) You can accept an expired ID as long as all other information is correct.
 a) True
 b) False

B 4) If someone has had too much to drink, serving them coffee will help sober them up.
 a) True
 b) False

D 5) What are the acceptable forms of ID for Alcohol Consumption?
 a) State or Government Issued ID Card or Drivers License
 b) Passport or Passport ID Card (as long as it lists the person's date of birth)
 c) School ID or Birth Certificate
 d) A & B
 e) A, B & C

B 6) If there is no shaker tin available to scoop ice for a drink, it is okay to use a glass.
 a) True
 b) False

Vocabulary (9 points)

Match the word to its definition

C "Straight Up"

a.) Used to crush fruits and herbs for craft cocktail making

E Shaker Tin

b.) Used with the Shaker Tin to prevent solid material from entering a cocktail glass when poured

I "Neat"

c.) To serve chilled liquor in a chilled stemmed cocktail glass with no ice

A Muddler

d.) To pour $\frac{1}{2}$ oz of a liquor on top

B Strainer

e.) Used to measure the alcohol and mixer for a drink

L Jigger

f.) Used to mix cocktails along with a pint glass and ice

B Bar Mat

g.) Used on the bar top to gather spills

F "Float"

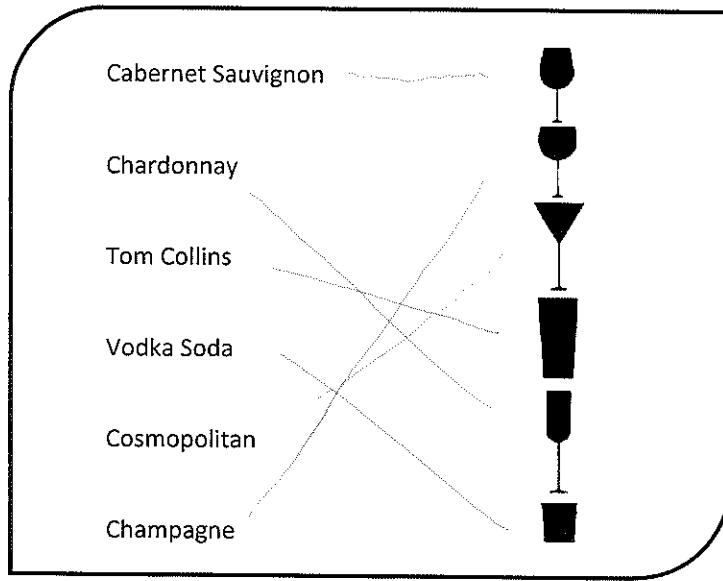
h.) Requesting a separate glass of another drink

H "Back"

i.) Means to serve spirit room temperature in a rocks glass with no ice

Glassware (6 points)

Match the correct glass to the drink



Answer and Question (14 points)

Provide examples of 3 brand name "top shelf" spirits (3 points): (W)y (K)lise, (F)our (F)our, (D)iscount

What are the ingredients in a Manhattan? (A)merican (S)pirit, (C)ocktail (B)itter, (S)oda, (C)herry (B)lack (L)iqueur

What are the ingredients in a Cosmopolitan? _____

What are the ingredients in a Long Island Iced Tea? (L)iquor, (V)odka, (R)um, (T)equila, (L)emon (S)oda, (L)ime (J)uice

What makes a margarita a "Cadillac"? (L)emon (J)uice

What is simple syrup? (H)alf (S)ugar, (H)alf (W)ater

Is it legal to pour liquor from one bottle into another? What is this called? (2 points)

No, (F)alse (A)dvertisement

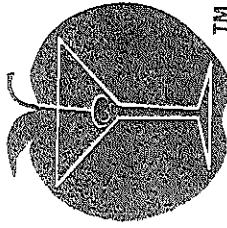
What should you do if you break a glass in the ice? (E)mpty (I)ce (P)roperly (C)lean

When is it OK to have an alcoholic beverage while working? (N)ever

What does it mean when a customer orders their cocktail "dirty"? (D)riven (S)traw

What are the ingredients in a Margarita? (T)equila, (L)emon (S)oda, (L)ime (J)uice, (R)um, (S)alt, (W)ater, (L)ime (W)eek, (S)hake, (T)all (G)lass

International School of Professional Bartending



Certificate of Completion In Bartending/Mixology

This is to certify that

Jacob D. Trevor

has successfully completed forty hours of training as well as the written and practical requirements of
Professional Bartending Schools of America's professional mixology course on the date below

August 28, 2017 Kansas City, MO Beth Merrill
Date City Director



SENSITIVE BUT UNCLASSIFIED

Case Verification Number: 2017250173941ZY

Report Prepared: 09/07/2017

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Employee Information

Last Name: Traver

First Name: Jacob

Date of Birth: 09/08/1987

Social Security Number: *** ** 0425

Hire Date: 08/30/2017

Citizenship Status: A citizen of the United States

Document Information

List B Document: Driver's license or ID card issued by a U.S. state or outlying possession

List C Document: Social Security Card

Document Name: Driver's license

Document State: Missouri

Driver's License or ID Card Number:

Document Expiration Date: 09/08/2022

Case Status Information

Current Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 09/07/2017

Case Submitted By: SGON7369

SENSITIVE BUT UNCLASSIFIED