

## Employment Application

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### Your Contact Information

First Name

Rajonnie

E-mail Address

rajonnielane@gmail.com

Address

1268 Picadilly Lane

City, State

Brentwood

Last Name

Lane

Phone

5106466903

Unit or Number

1

Zip Code

94513

What region(s) are you applying to work within?

- ☒ San Francisco
- ☐ San Jose
- ☐ Sacramento
- ☐ Los Angeles/Orange County
- ☐ San Diego
- ☐ Riverside
- ☐ Austin
- ☐ Houston
- ☐ Kansas City
- ☐ Des Moines
- ☐ New Jersey

Which position(s) are you applying for?

- ☐ Cook
- ☒ Server
- ☐ Bartender
- ☐ Busser
- ☐ Barback
- ☐ Housekeeper
- ☐ Dishwasher
- ☐ Barista
- ☐ Other

Are you applying for:

- ☒ Full-TimeYes
- ☒ Part-TimeNo

When can you start?

03/03/15

Can you work overtime?

- ☒
- ☐

How did you hear about us?

- ☒ Referral
- ☐ Google
- ☐ Social Media
- ☐ Craigslist

If you were referred, please tell us by whom:

Lakeisha Ward

What days/times can you work? Select all that apply:

- ☒ Monday AM
- ☒ Monday PM
- ☒ Tuesday AM
- ☒ Tuesday PM
- ☒ Wednesday AM
- ☒ Wednesday PM
- ☒ Thursday AM
- ☒ Thursday PM
- ☒ Friday AM
- ☒ Friday PM
- ☒ Saturday AM
- ☒ Saturday PM
- ☒ Sunday AM
- ☒ Sunday PM

Do you have any planned vacations or extended leave in the next 12 months? (If no, leave blank)

Have you ever applied to or worked for Acrobat before?

- ☐ Yes
- ☒ No

If hired, would you have reliable means of transportation to and from work?

- ☒ YesYes
- ☐ NoNo

Do you have any friends or relatives working for Acrobat? If so, please let us know who:

Auntie

If hired, can you present evidence of your legal right to live and work in this country?

- ☒
- ☐



CA

☒ Yes  
☐ No

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.)

Do you have any special training, qualifications or experience, licenses, programs under special skills? (If so, label which)	Are you computer proficient with experience, licenses, systems? (If so, label which)	Are you literate? (If so, label which)	Do you have any special training, qualifications or experience, licenses, programs under special skills? (If so, label which)

☐ YesYesYesYes

☒ NoNoNoNo

Special:

## Employment History

Are you currently employed?

☐ Yes

☒ No

Can we contact your current employer?

☒ Yes

☐ No

## Most Recent Employers

Name and Address of  
Employer

Type of Business

Phone Number

Alorica Clovis , CA

Call center

5593221085

Your Position & Duties

Customer service  
representative. Answer  
phone and questions for  
customers

Date of Employment (from/to):

June 20014- aug 2014

Weekly Pay (Starting/  
Ending):

8.50 to 9.00

Reason for Leaving

Moved back home after school

Still Employed:

☐ Yes

☒ No

Name and Address of  
Employer

Type of Business

Phone Number



Contemporary service  
Corporation Fresno, CA

security

15592259325

Your Position & Duties

Date of Employment  
(from/to):

Weekly Pay (Starting/  
Ending):

Event Staff

April 2014-Aug 2014

8.50 / 8.50

Reason for Leaving

Moved home after school

Still Employed:

☐ Yes

☒ No

Name and Address of  
Employer

Type of Business

Phone Number

M2W Events, Fresno CA

Your Position & Duties

Date of Employment  
(from/to):

Weekly Pay (Starting/  
Ending):

Brand ambassador, promote  
MetroPCS

Aug 2013-Aug 2014

20.00

Reason for Leaving

Moved home after school

Still Employed:

☐ Yes

☒ No

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

No

## Military Service

Have you obtained any special skills or abilities as the result of service in the military? If yes, please explain:

No

## Job Related References

## References

First Name

Jazzmine

Last Name

Douse

E-mail Address

J.douse19@gmail.com

Phone

3234795157

Relationship:

Manager

Years Acquainted:

6

First Name

Last Name

E-mail Address

Phone

Relationship:

Years Acquainted:

First Name

Last Name

E-mail Address

Phone

Relationship:

Years Acquainted:

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. ☒  
(Checked box indicates acknowledgement)

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. ☒ (Checked box indicates acknowledgement)

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. ☒ (Checked box indicates acknowledgement)

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. ☒ (Checked box indicates acknowledgement)

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. ☒ (Checked box indicates acknowledgement)

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

☒ (Checked box indicates acknowledgement)

By signing the document below and clicking the "Submit" button, you are signing this Agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement.

Applicant Digital Signature (Type Name):

Rajonnie Lane

Date:

03/02/15

Please attach your resume here, if you do not attach it, please bring a hard copy of your resume to the in-person interview.

Please Attach Resume Below

Resume update.docx





# Interview Note Sheet

<b>Applicant Information</b>	
Name: <u>RaJonnie Lane</u>	Interviewer: <u>TARIBWA</u>
Date: <u>4/13/15</u>	Rate of Pay:
Position (s) Applied for: <u>PREP / Cashier</u>	Referred by: <u>INTERNET</u>

Test Scores					
Server		/35	%	Bartender	/30 %
<del>Prep Cook</del>	<u>7</u>	/15	<u>47</u> %	Barista	/10 %
Grill Cook		/40	%	<del>Cashier</del>	/10 %
Dishwasher		/10	%	Housekeeping	/16 %

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

Relevant Experience & Summary of Strengths	
<p><u>Knife Skills</u></p> <p><u>PREP</u> Church (FRESNO) - Food ministry - UP to 100 people - SOUL FOOD - Lunch / Dinner - 1 year</p> <p><u>Cuisines</u></p> <p>1 light PREP 2 PREP 3</p> <p><u>Stations:</u></p> <p>1 light PREP 2 PREP 3</p> <p>- NO chef coat - FRIENDLY</p>	<p>Total of <u>cashier</u> in Food Service <u>NO EXP</u></p> <p>- Currently just graduated Fresno State</p> <p>- CVN - CONCESSIONS</p>
P.O.S. Experience: Y / N details: _____	

<b>Transportation:</b>	
Car	<u>Public Transit</u>
Carpool ( Rider / Driver )	
<b>Regions Available to work:</b>	
<u>SF City</u>	<u>SF North</u>
<u>SF Peninsula</u>	<u>East Bay</u>
San Jose	Outer East Bay
South San Jose	SJ Peninsula
<b>Certifications (if any)</b>	
TIPS	Serv-Safe
LEAD	Other _____
Will Submit	
<b>Availability</b>	
<u>Open</u>	AM only
PM only	Weekdays only
Weekends only	
Details: <u>Anytime</u>	
<b>Uniforms Owned:</b>	
<u>Bistro</u>	Black Bistro
Tuxedo	1/2 Tuxedo
Black Vest	<u>Long Black Tie</u>
Chef Coat	Chef Pants
Knives	<u>Black Pants</u>
<u>Non-Slip Shoes</u>	Bow Tie
Other: _____	
Would you recommend this applicant for Acrobat Academy?	Convention Candidate?
Other Languages Spoken:	



1997



Multiple Choice Test (1 point each)

- d 1) Food handlers must always wash their hands
- a) Before starting work
  - b) Switching between handling raw and ready-to-eat food
  - c) After going to the restrooms
  - ☒ d) All of the above
- a 2) The recommended temperature for your refrigerator is...
- ☒ a) 45°F
  - b) 50°F
  - c) 40°F
  - d) 20°F
- c 3) Which of these conditions requires immediate corrective action?
- a) Packaged food items are stored at least 6 inches above the floor
  - b) Ice is being used to cool beef stew in a shallow pan
  - ☒ c) Raw meats are stored on a shelf above ready-to-eat egg salad in the walk-in cooler
  - d) Raw fish is stored above raw chicken in the walk-in freezer
- a 4) Bacteria grow best in the temperature "danger zone" which includes temperatures between?
- ☒ a) 0°F and 100°F
  - b) 32°F and 220°F
  - c) 41°F and 135°F
  - d) 39°F and 178°F
- d 5) After cutting raw chicken, what should be done before the cutting board is used for slicing onions for salad?
- a) Clean the cutting board with a wet wiping cloth
  - b) Turn the board over and use the other side
  - c) Rinse the board with running water
  - ☒ d) Wash, rinse, and sanitize the board prior to slicing the onions
- b 6) Which of the following is NOT an approved method to thaw potentially hazardous foods?
- ☒ a) In a microwave oven
  - b) During the cooking process
  - c) Under cool running water
  - d) On a clean counter, at room temperature
- c 7) Wiping cloths stored submerged in a bucket of sanitizing solution are for:
- a) Wiping spills only
  - b) Washing hands if the hand sinks are too far away
  - ☒ c) Sanitizing the blade of utensils such as knives
  - d) Maintaining moisture on the wiping cloth
- e 8) Food-handling gloves must be changed frequently and also:
- a) After handling garbage
  - b) After every break
  - c) After picking things up off the floor
  - d) Between handling raw and cooked foods
  - ☒ e) All of the above
- D 9) A gallon is equal to \_\_\_\_\_ ounces
- a) 56
  - b) 145
  - c) 32
  - ☒ d) 128



## Prep Cooks Test

- b 10) How many cups are in a quart?
- a) 2
  - ☒ b) 4
  - c) 6
  - d) 8
- a 11) Potentially hazardous hot foods must be maintained at an internal temperature of \_\_\_\_\_ or higher to be safe
- ☒ a) 145° F
  - b) 135° F
  - c) 160° F
  - d) 180° F
- d 12) Which of the following explains the process of poaching?
- a) Poke poultry on the thickest part in order to make sure it's tender
  - b) To cook food in an oven that has reached 350° F
  - c) Cook gently in water that is hot but not boiling (160°-180°)
  - ☒ d) Submerge protein in boiling liquid to speed cooking time
- a 13) If a recipe calls for 16oz of mirepoix, how many ounces of onion, celery, and carrots do you need?
- ☒ a) 8 oz of celery, 4 oz of onion, 4 oz of carrot
  - b) 4 oz of celery, 8 oz of carrot, 4 oz of onion
  - c) 4 oz of celery, 8 oz of onion, 4 oz of carrot
  - d) 2 oz of celery, 10 oz of carrot, 2 oz of onion
- d 14) Which of the following best describes braising?
- a) To cook quickly in a pan on top of the stove until food is browned
  - b) Process through which natural sugars in food become browned and flavorful while cooking
  - c) Cooking method by which food is browned in fat, then cooked, tightly covered, in liquid at low heat
  - ☒ d) To plunge food into boiling water briefly, then into cold water to stop the cooking process
- b 15) Which of the following best describes the process of Caramelization?
- a) To cook quickly in a pan on top of the stove until food is browned
  - ☒ b) Process through which natural sugars in food become browned and flavorful while cooking
  - c) Cooking method by which food is browned in fat, then cooked, tightly covered, in liquid at low heat
  - d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

## Cashier Test

Score / 10

- b 1) A roll of quarters is worth?  
a) \$5.00  
b) \$10.00  
c) \$15.00  
d) \$20.00
- a 2) A roll of dimes is worth?  
a) \$5.00  
b) \$4.00  
c) \$3.00  
d) \$2.00
- d 3) A roll of nickels is worth?  
a) \$8.00  
b) \$6.00  
c) \$4.00  
d) \$2.00
- C 4) A roll of pennies is worth?  
a) \$1.00  
b) \$0.75  
c) \$0.50  
d) \$0.25
- C 5) What does POS stand for?  
a) Patience over standards  
b) Percentage of sales  
c) Point of sales  
d) People over service
- 6) What is the current sales tax rate in your city 8.7 ?
- C 7) A customer buys a bowl of soup for \$1.25, an apple \$0.90 and a soda is \$0.79. If you are given \$10.00 how much change should you give back?  
a) \$4.06  
b) \$2.06  
c) \$7.06  
d) \$5.06
- a 8) A customer buys two shirts for 10.50 each and two ball caps for \$7.25 each. If you are given \$50.00 how much change should you give back?  
a) \$19.50  
b) \$14.50  
c) \$9.50  
d) \$4.50
- C 9) A customer buys soda for \$3.75 and a hot dog for \$4.25. If you are given \$20.00 how much change should you give back?  
a) \$6.00  
b) \$8.00  
c) \$10.00  
d) \$12.00
- a 10) A customer buys two hamburgers at \$3.75 each, two bags of chips at \$1.25 each, two cookies at \$2.50 each and two sodas at \$3.25 each. If you are given \$100.00 how much change should you give back?  
a) \$78.50  
b) \$58.50  
c) \$38.50  
d) \$28.50

Handwritten calculations for question 7:  
10.00  
- 1.25  
- 0.90  
- 0.79  
-----  
7.06

Handwritten calculations for question 8:  
50.00  
- 21.00  
-----  
29.00

Handwritten calculations for question 9:  
20.00  
- 3.75  
- 4.25  
-----  
12.00

Handwritten calculations for question 10:  
3.75  
1.25  
2.50  
3.25  
-----  
10.75





## SENSITIVE BUT UNCLASSIFIED

Department of Homeland Security  
E-Verify

Report Prepared: 04/13/2015  
Page: 1 of 1

Case Verification Number: 2015103174341MA

**Case Information:****Employee Information:**

Last Name:	Lane	First Name:	Rajonnie
Middle Initial:	C	Other Names Used:	
Social Security Number:	*** ** 2139	Date of Birth:	05/05/1989
Citizenship Status:	A citizen of the United States	Email Address:	Rajonnielane@gmail.com

**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:	California
Driver's License or ID Card Number:		Document Expiration Date:	05/05/2018
Alien Number:		I-94 Number:	

**Additional Information:**

Hire Date:	04/13/2015	Employer Case ID:	
Three-Day Rule Reason:		Three-Day Rule - Other:	
Submitted By:	TZAF6860	Submitted On:	04/13/2015

**Initial Case Result:**

Case Result: Employment Authorized

**Employee Referred to SSA:**

Referred By: Referred On:

**Case Result from SSA (after SSA Tentative Nonconfirmation):**

Case Result: Response Date:

**Resubmitted to SSA (after Review and Update Employee Data):**

Last Name:	First Name:
Middle Initial:	Other Names Used:
Social Security Number:	Date of Birth:
Resubmitted By:	Resubmitted On:

**Case Result from SSA (after Resubmission):**

Case Result:

**Request Name Review:**

Comments: Submitted On:

Submitted By:

**Case Result from DHS (after DHS Verification in Process):**

Case Result: Response Date:

**Employee Referred to DHS:**

Referred By: Referred On:

**Case Result from DHS (after DHS Tentative Nonconfirmation):**

Case Result: Response Date:

**Photo Matching Results:**

Determination:

**Employee Referred to DHS (Additional):**



4/13/2015

E-Verify - Print Case Details - Preview

Referred By:

Referred On:

**Case Result from DHS (after Additional DHS Tentative Nonconfirmation):**

Case Result:

Response Date:

**Case Closure:**

Closure Statement:

The employee continues to work for the employer after receiving an Employment Authorized result.

Closed By:

TZAF6860

Closed On:

04/13/2015

**SENSITIVE BUT UNCLASSIFIED**



