

Interview Note Sheet

Applicant Information	
Name: <u>Gaylon Pearson</u>	Interviewer: <u>Tuguan H</u>
Date: <u>10/2/15</u>	Rate of Pay: <u>14.00 H</u>
Position (s) Hired for: <u>Prep Cook, Dishwasher, Cashier, CNU/Concession</u>	Referred by:

Test Scores					
Server	/35	%	Bartender	/35	%
Prep Cook	/20	%	Barista	/10	%
Grill Cook	/39	%	Cashier	/10	%
Dishwasher	/10	%	Housekeeping	/16	%

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

Relevant Experience & Summary of Strengths	Total of _____ in Food Service/Hospitality
<p>Currently looking for work * thinking about school</p> <p><u>Receptions cook</u> - fast-paced - worked as a team - supervisor * ribs, bakings, cakes - veggies - weekly clean * Line-cook</p> <p><u>Dishwashing</u> * 4 compartments * by hand * Sterilizer</p> <p><u>Cashier</u> Crew manager * cashier, has worked Grill * did drive thru</p>	
P.O.S. Experience: <u>Y / N</u> details: _____	

Transportation
<input type="checkbox"/> Car <input checked="" type="checkbox"/> Public Transit <input type="checkbox"/> Carpool (Rider / Driver)
Regions Available to work:
<input checked="" type="checkbox"/> SF City <input type="checkbox"/> SF North <input type="checkbox"/> SF Peninsula <input type="checkbox"/> East Bay <input type="checkbox"/> Outer East Bay
<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"/> TB Test <input checked="" type="checkbox"/> Will Submit
Availability
<input checked="" type="checkbox"/> Open <input type="checkbox"/> AM only <input type="checkbox"/> PM only <input type="checkbox"/> Weekdays only <input type="checkbox"/> Weekends only
Details: _____
Uniforms Owned:
<input checked="" type="checkbox"/> Bistro <input checked="" 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 checked="" type="checkbox"/> Non-Slip Shoes <input type="checkbox"/> Bow Tie <input type="checkbox"/> Other: _____
Would you recommend this applicant for Acrobat Academy? <input type="checkbox"/>
Convention Candidate? <input checked="" type="checkbox"/>
Other Languages Spoken: _____

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 GAYLON BEASON Date: 10/3/2015
 Home Telephone (916) 617 8287 Other Telephone () _____
 Present Address 852 AVE D S.F CA 94130
 Permanent Address, if different from present address: _____
 Email Address _____

EMPLOYMENT DESIRED

Position applying for: HOSPITALITY Salary desired: 13.00
 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 X 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 hamiell JONES Newspaper ☐ Job Fair ☐ Agency ☐ Company Website ☐
 Other Web Posting ☐ Other Source ☐
 Could you work overtime, if necessary? Yes X 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	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN	
PM	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN	

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:
OCT 10th & 11th 2015

PERSONAL INFORMATION

Have you ever applied to or worked for Acrobat Outsourcing before? Yes___ No X If yes, when? _____
 Do you have friends or relatives working for Acrobat Outsourcing? Yes___ No X If yes, please state name and relationship _____
 If hired, would you have a reliable means of transportation to and from work? Yes X No___
 If hired, can you present evidence of your legal right to live and work in this country? Yes X 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 X 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?
DISCOVERY HIGH	SACRAMENTO CA	12th	YES
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES	<input checked="" type="radio"/> NO
Are you computer literate? If so, list software knowledge under "Special."		<input checked="" type="radio"/> YES	NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		<input checked="" type="radio"/> 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: MICROSOFT WORD, EXCEL, POWERPOINT.			

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 STATE OF CALIFORNIA

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

Your Position and Duties PREPARED FOOD, SUPERVISED team of 10
WASHED, DISHES,

Dates of Employment: From 2009 To 2015 Weekly Pay: Starting \$12.00 hr Ending \$16.00 hr

Reason for Leaving: RELOCATED

Name and Address of Employer Sprint

Type of Business Sales Telephone No. (209) 323-2101 Supervisor's Name Ryan

Your Position and Duties Sales, Cashier, Customer Service

Dates of Employment: From 2006 To 2009 Weekly Pay: Starting \$5.60 Ending \$6.50

Reason for Leaving: RELOCATED

Name and Address of Employer U.S NAVY

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Your Hospitality Staffing Professionals

Type of Business MILITARY Telephone No. (213) 871-3941 Supervisor's Name WM JONES
Your Position and Duties MEDICAL

Dates of Employment: From 2002 To 2006 Weekly Pay: Starting 620 Ending 810

Reason for Leaving: FINISHED TERM

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: NO

MILITARY SERVICE

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

JOB RELATED REFERENCES

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

Name: Christine Dondon Telephone No. (408) 991 5559

Address: SAN JOSE CA.

Occupation: DENTAL ASSISTANT Relationship: CO-WORKER Number of Years Acquainted: 3

Name: WM JONES Telephone No. (916) 712-8461

Address: NAVAL BASE EVERETT, WASHINGTON ST

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

Name: NINA WILLIAMS Telephone No. (916)

Address: 200 RICHARDS BLVD SACRAMENTO

Occupation: STORE MANAGER Relationship: BOSS Number of Years Acquainted: 12

Please Read Carefully, Initial Each Paragraph and Sign Below

SLB

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.

SLB

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.

SLB

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.

SLB

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.

SLB

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

Hayden Bawen

Date

10/3/15