

Interview Note Sheet

Applicant Information

Name: <u>LAURA FAVELLI</u>	Interviewer: <u>Jefferson</u>
Date: <u>10/5/2014</u>	Rate of Pay: <u>15 hrs stage</u>
Position (s) Applied for: <u>Vegan Cook DBX</u>	Referred by: <u>DBX</u>

Test Scores

Server	/35	%	Bartender	/30	%
Prep Cook	<u>20/20</u>	<u>100</u> %	Barista	/10	%
Grill Cook	/40	%	Cashier	/10	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:

Full-Time

Part-Time

Relevant Experience & Summary of Strengths

Total of 54 in Food Service/Hospitality

Vegan Chef

Applied 1 year ago
went to Israel for "Education"

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

Transportation

Car Public Transit Carpool (Rider / Driver)

Regions Available to work:

SF City SF North SF Peninsula East Bay Outer East Bay
San Jose South San Jose SJ Peninsula

Certifications (if any)

TIPS Serv-Safe will email 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:

SECRET
CONFIDENTIAL
TOP SECRET

[The following text is heavily obscured by noise and artifacts, rendering it illegible. It appears to be a multi-paragraph document.]

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 Laura Farrell Date: 10/5/2016
 Home Telephone (917) 655 7574 Other Telephone ()
 Present Address 1070 16th Ave , Oakland CA 94607
 Permanent Address, if different from present address:
 Email Address frucolaw@gmail.com

EMPLOYMENT DESIRED

Position applying for: Vegan Cook @ DBX Salary desired: 20.5
 Are you currently registered with any staffing and/or employment agencies? If so, please list

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		Open	Open	Open	Open	Open	
PM		Open	Open	Open	Open	Open	

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

PERSONAL INFORMATION

Have you ever applied to or worked for Acrobat Outsourcing before? Yes ☒ No If yes, when? 10/5/2015
 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
 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 N/A. 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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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.) n/a

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?
Sorbonne University	France	N/A	1 year program
Ohio State University	Ohio	BA	Yes
Do you have any special licenses, certificates or special training? If so please list under "Special."		<input checked="" type="radio"/> YES	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."		YES	<input checked="" type="radio"/> 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."		<input checked="" type="radio"/> YES	NO
Special: FHC, PC Excel word etc... Vegas Chef			

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 Chez Panise

Type of Business Restaurant Telephone No. () N/A Supervisor's Name N/A

Your Position and Duties Stage (Food prep)

Dates of Employment: From 2015 To 2015 Weekly Pay: Starting N/A Ending N/A

Reason for Leaving: only a stage

Name and Address of Employer Veggie Tabli

Type of Business Restaurant Telephone No. () N/A Supervisor's Name N/A

Your Position and Duties Head Chef / GM

Dates of Employment: From 2010 To 2013 Weekly Pay: Starting N/A Ending N/A

Reason for Leaving: moved

Name and Address of Employer Columbia Engineering

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Your Hospitality Staffing Professionals

Type of Business Corporate Telephone No. () n/a Supervisor's Name n/a
Your Position and Duties managed international supply chain

Dates of Employment: From 2004 To 2007 Weekly Pay: Starting n/a Ending n/a

Reason for Leaving: moved

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 X
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 _____

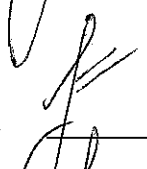
Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

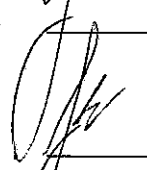
Please Read Carefully, Initial Each Paragraph and Sign Below

 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.

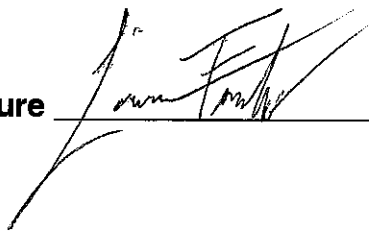
 I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice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

10/5/2012

Dear Recruiting Manager,

I was happy to see your post on Craigslist today! Please allow me to tell you briefly about myself.

I am a trilingual American who spent the last 15 years abroad. I came to the Bay Area a few months ago to do a stage at Chez Panisse.

I have spent the last five years of my life promoting and cooking vegan food in Asia. During this time, I was head chef at an organic, whole food, vegan restaurant in Beijing that I co-founded. I also did private catering and other collaborative food projects, helped start the first organic farmers' market, and catered the first organic vegan wedding in the capital! I love challenges!

Now that I'm back in the States, I'm itching to put my skills to good use here. I have a passion for what I do, create great menus, and truly enjoy the service industry!

I would love for the chance to be part of your team! Please feel free to ask me any questions about my unique background and how it would help me bring amazing food to the folks in your company. I look forward to hearing from you!

Best Regards,
Laura Fanelli

-----My resumé below-----

LAURA A. FANELLI

San Francisco, CA

(917) 655-7576

lauraannfanelli@gmail.com

WORK EXPERIENCE

2015 Chez Panisse One-month stage in food prep

2013 – 2014 Freelance in Food and Languages (see below for all freelance details)

2010 – 2013 The Veggie Table

Head Chef / General Manager

Beijing, China

- Established restaurant and branding of vegan restaurant
- Directed procurement, preparation and overall operations of food and beverage service
- Managed all other day-to-day operations of restaurant
- Arranged housing and meals for full-time staff
- Assisted in kitchen design and renovation
- Organized special events inside and outside the restaurant
- Established and maintained quality standards for food, work, service, safety
- Pioneered the farm-to-fork organic movement in Beijing

2009 – 2010 Freelance in Food and Languages (see below for all freelance details)

2008 – 2009 One year of global food study from Europe to Asia

2004 – 2007 Columbia Engineered

Corporate Liaison for Business in Europe & Asia

Wuhan, China

- Managed international supply chain projects with major US corporations
- Acted as company interpreter and translator onsite and offsite (Chinese/English/French)
- Accompanied and advised international clients visiting China
- Researched foreign investment for manufacturing facilities
- Established and ran company's China office
- Attended international trade conferences
- Sourced products and built rapport with Chinese manufacturers
- Evaluated potential suppliers and performed quality audits

FREELANCE

Culinary and Associated Arts

- Mount Madonna Center – Chef at vegetarian yoga retreat near Santa Cruz, CA

- Beijing Capital M Restaurant – Guest chef and consultant for organic farms
- Beijing Design Week – “Foodloop” urban garden kitchen consultant and head chef
- Beijing Organic Farmers’ Market – Organizational consultant and baker
- Wedding Catering – Little Donkey Farm, Head Chef for first organic vegan catered wedding in Beijing
- Pop-Up Dining – Meridian Space, “Screen Cuisine,” created four-course vegan dinners matched to classic films
- Performance Art – Homeshop, “Non-Visible,” developed recipes and hand-fed participants
- Food Safety – Developed, implemented and maintained China-specific kitchen and food safety standards and best practices
- Sustainability – Developed, implemented and maintained sustainable restaurant practices unprecedented in China
- Organic Farming – Visited farms and performed R&D for safe, organic produce availability in Northern Chinese landscape
- Farm-to-Fork – Pioneered the movement in Beijing, establishing relationships and coordinating with local farmers to grow and deliver local organic produce seasonally for the restaurant
- Service and Prep – Experience in the United States, Paris, Hong Kong, Beijing, Jerusalem and other locations

Business

- Vitamix – Market research for Mainland China and recipe consultation
- Allegre – Supply chain management consulting
- AKA National Convention – Brought renown Chinese kite-maker Chen Zhaoji to America to showcase his work
- Food Revolution Week – Produced educational materials, sold sustainable food, promoted sustainable dining

Language Translation and Interpretation:

- Industry: Hospitality, Education, Manufacturing, Cosmetics, Automotive
- Art: Contemporary Art, Film and Theatre, Folk Art, Cuisine

LANGUAGES

English — American English mother tongue

Advanced/Professional fluency:

- **Mandarin Chinese** (Beijing accent)
- **French** (Parisian accent)

EDUCATION

**2008 Inter-University Program for Chinese Language Studies
(IUP)**

Berkeley/Tsinghua University joint program, formerly the Stanford Center
Advanced Chinese Program
Beijing, China

2002 *Institut National des Langues et Civilisations Orientales*

(National Institute of Oriental Language and Civilization)

Licence de Langue et Civilisation Etrangère Chinoise, with honors

Paris, France

2001 The Ohio State University

Bachelor of Arts, Chinese, Minor History of Art

Bachelor of Arts, French

Columbus, Ohio

2000 Sorbonne University

One year of study abroad, coursework in literature and art history with
French undergraduate students

- C 9) Which is the improper way to thaw frozen food?
- a. In the fridge
 - b. In a sink with cold water
 - c. On the counter
 - d. In the microwave

- B 10) Which of the following can you use to put out a grease fire?
- a. Baking Soda
 - b. Baking Powder
 - c. Flour
 - d. Water

- B 11) What is the temperature range of the danger zone?
- a. 25-135
 - b. 40-140
 - c. 50-160
 - d. 30-130

- D 12) Which of the following is listed from smallest to largest?
- a. Dice, chop, mince
 - b. Mince, chop, dice
 - c. Chop, dice, Mince
 - d. Mince, dice, chop

- D 13) Which direction should pan handles be turned while cooking on the stove?
- a. Over the fire at all times
 - b. Turned towards you for better control
 - c. Turned towards the right or left at all times
 - d. Over the countertop at all times

- V 14) When you poach something, you cook it with what?
- a. Noodles
 - b. Vegetables
 - c. Liquid
 - d. Oil

- B 15) Which spoon is used to remove fat from soups and stews
- a. Basting Spoon
 - b. Ladle
 - c. Slotted Spoon
 - d. Portion Spoon

- B 16) Which of the following means to cook in a small amount of fat?
- a. Season
 - b. Sauté
 - c. Broil
 - d. Boil
 - e. Fry

Multiple Choice (1 point each)

- D 1) A gallon is equal to ____ ounces
- a. 56
 - b. 145
 - c. 32
 - d. 128
- C 2) Mesclun are what type of vegetable?
- a. Roots
 - b. Beans
 - c. Salad Greens
 - d. Spices
- B 3) What does the term braise mean?
- a. Sear quickly on both sides
 - b. Slowly cook in covered pan with little liquid
 - c. Cook on high heat and quickly
 - d. Slowly cook in simmering water
- B 4) At what internal temperature must chicken be cooked so that it is safe to eat?
- a. 155 degrees F
 - b. 165 degrees F
 - c. 175 degrees F
 - d. 185 degrees F
- A 5) How do you blanch vegetables?
- a. Immerse for a short time in boiling water
 - b. Cook lightly in butter over med heat
 - c. Soak in cold water overnight
 - d. Rub with salt before cooking
- C 6) Which of the following ingredients would you pack before measuring?
- a. Olive Oil
 - b. Salt
 - c. Brown Sugar
 - d. White Sugar
- a 7) What is Al Dente?
- a. Firm but not hard
 - b. Soft to the touch
 - c. Very hard
 - d. Very soft
- C 8) Food should be left out no more than
- a. 2 hours
 - b. 3 hours
 - c. 4 hours
 - d. 5 hours

Prep Cooks Test

BA

17) What is a Julien cut?

- a. Food cut into long thin strips, matchstick
- b. Food cut into long thin strips then turned and cut into a 1/8" dice
- c. Food diced into finely chopped and uniform pieces
- d. Cutting and peeling into oblong seven sided football like shapes

A

18) To cook a food in a pan without browning over low heat until the item softens and releases moisture.

- a. Sweat
- b. Boil
- c. Roast
- d. Grill

Fill-in the Blank (1 point each)

19) Salt & Pepper are the basic seasoning ingredients for all savory recipes.

20) Chop/Dice/mince: to cut into very small pieces when uniformity of size and shape is not important.