

Acrobat  
outsourcing  
Your Hospitality Staffing Professionals

3/2022

3/11/2018

10/27/2017

Name: David L. Wyche Phone #: (973) 536-4150

Email: dwyche@gmail.com Taborca ID#: 28982

Address: 5 Hickory Rd West Orange NJ 07052

Date of Birth: 8/29/1982 SSN: 147-74-8609 Date of Hire: 05/07/2016

Section One

Employee File Checklist (note "n/a" if not applicable)

☒ Resume

☒ Application for Employment

☒ Offer Letter

☒ Food Handlers Card/Certification

☒ Expiration:        /        /       

☒ Alcohol/Liquor Serving Certification

☒ I-9 Form and copies of required form(s)  
or included in secured I-9 binder)

☒ Sexual Harassment/Harassment Policy  
Acknowledgement

☒ Authorization and Release to Obtain  
information

☒ Designation of Personal Physician

☒ Absenteeism & Tardiness Policy

☒ Confidentiality & Non Disclosure  
Agreement

☒ California Labor Code Form 2810.5  
(California Employees Only)

☒ Skills Test / Interview note

☒ New Hire Acknowledgement Form

☒ Additional Information/Emergency/  
Contact

☒ Image Release Form

☒ W-4: Single / Married / Circle one  
Exemptions: 1D

☒ Direct Deposit / Global Cash Card /  
Live Check (Circle one)

Section Two

Employee Setup

☒ E-Verify Documentation

CVN#: 201608162186B

☒ Background Check (Sterling)

File Ref: 564605-05A

☒ Direct Deposit / Global Cash Card  
form sent to Payroll

☒ Attended New Hire Orientation

Date: 05/07/2016

☒ New Hire List

☒ Taborca

☒ Upload Photo

☒ Upload Resume & Food Handlers Card

Section Three

Emergency Contact

Name: Sheraray Rozell Phone: (908) 425-9415 Relationship: Wife  
Albert Lewis 973-951-6072



SENSITIVE BUT UNCLASSIFIED

**Case Verification Number: 2016081162218GB**

Report Prepared: 03/21/2016

**Company Information**

Company ID: 283333

Company Name: Acrobat Outsourcing

**Employee Information**

Last Name: Wyche

First Name: David

Date of Birth: 08/29/1982

Social Security Number: \*\*\* \*\* 8609

Hire Date: 03/07/2016

Citizenship Status: A citizen of the United States

**Document Information**

List B Document: School ID card

List C Document: Social Security Card

**Case Status Information**

Final Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 03/21/2016

Case Submitted By: MJOH0819

Closed On: 03/21/2016

Closed By: MJOH0819

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

SENSITIVE BUT UNCLASSIFIED

## New Hire Acknowledgement Form

### For Employer

- ☐ Additional Information Sheet
- ☐ Application
- ☐ I-9
- ☐ W-4
- ☐ Offer Letter
- ☐ Background Authorization Release
- ☐ Sexual Harassment Prevention Policy
- ☐ Global Gold Card / Direct Deposit Form
- ☐ Designation of Personal Physician/Emergency Contact Form
- ☐ Confidentiality & Non-Disclosure Agreement

### For Employee

- ☐ New Hire Orientation Manual
- ☐ Workers' Compensation Pamphlet
- ☐ Sexual Harassment Pamphlet
- ☐ Unemployment (For Your Benefit) Pamphlet
- ☐ Safety & Sanitation Guidelines

### Inform

- ☐ State & Federal Poster
- ☐ Minimum Wage Poster
- ☐ Wage Order Poster

All of these items have been explained to me:

David L. Wypke  
Print Name

[Signature]  
Signature

3/7/16  
Date

5 Hickory Rd  
West Orange, NJ 07052

973.536.4150  
dlwyche@gmail.com

# David L. Wyche, Sr.

## Objective

I am seeking a career Opportunity with a company with room for growth and advantage, enabling me to use my skills and ability in where I may become an asset to a possible employer.

## Experience

- still employed  
but not temporary

2015-present  
**Grill Cook**

OTG Management

Newark, NJ

Airport - Terminal C

- Fast pace short order / Grill cook in airport
- Responsible for breakfast, lunch and dinner items
- Pre prepping food items

2012-2014  
**Supervisor**

Community Access Unlimited

Elizabeth, NJ

- Supervising and assisting individuals with disabilities
- In charge of mobile cleaning crew
- Cleaning of all company properties

2011-2013

First Baptist Church of Vauxhall

Vauxhall, NJ

**Custodian/Maintenance**

- Minor Maintenance Issues, Maintain cleanliness and up keep of Grounds, and cleanliness of church building and all other properties
- Stripping, Waxing, buffing floors
- Keeping inventory and ordering of supplies

2007-2010

Birchwood Adult Day Medical Center

East Orange, NJ

**Cook**

- Preparing meals For breakfast and lunch while following proper dietary standards and guidelines
- Creating menus, Purchasing/Ordering and maintaining inventory

2005-2007

Overlook Hospital

Summit, NJ

**Cook**

- Prep-cook
- Some grill and fryer duties

## Education

1996-2000

Jonathan Dayton H.S

Springfield, NJ

- Diploma

2015-Present

Star Career Academy

Newark, NJ

- Studying Culinary Professional Cooking

## Work Skills

- Over 6 years of kitchen experience as a Kitchen Manager and grill / short order cook
- Management, Supervisory Skills and Administrative skills
- Clerical Skills, Communication skills, Computer Knowledge
- Customer Service knowledge,

References Serviced Upon Request

- Weekdays - Day Time  
- 40-45 min max  
travel

Grill, Prep, Line.

# Interview Note Sheet

Name: David Wayne Interviewer: Michael J. [Signature]  
 Date: \_\_\_\_\_ Rate of Pay: \$\$\$  
 Position (s) Applied for: \_\_\_\_\_ Referred by: \_\_\_\_\_

Test Scores		% Bartender	/30	%
Server	/35	% Barista	/10	%
Prep Cook	/15	% Cashier	/10	%
Grill Cook	/40	% Housekeeping	/15	%
Dishwasher	/10			

Seeking:  
☐ Full-Time  
☐ Part-Time

Relevant Experience & Skills: \_\_\_\_\_ Total of \_\_\_\_\_ in Food Service

- Star Academy
- OTC as a grill cook 7 months  
     ↳ Lead Dining
- Rock Spring country Club Near  
     ↳ grill cook
- Brownwood  
     ↳ fine dining  
     ↳ Line cook
- Linden, NJ

P.O.S. Experience: Y / N - details: \_\_\_\_\_

Transportation: \_\_\_\_\_  
 (Car) Public Transit Carpool (Rider / Driver)

Geographic Area: \_\_\_\_\_  
 North NJ South NJ 40min Central NJ Jersey Shore

Certifications: \_\_\_\_\_  
 TIPS Serv-Safe LEAD Other Will Submit

Availability: \_\_\_\_\_  
 Open AM only PM only Weekdays only Weekends only

Details: Will submit

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

Would you recommend this applicant for Academy? \_\_\_\_\_  
 Academy: \_\_\_\_\_



**Grill Cooks Test**

**Score / 40**

**Multiple Choice Test (1 point each)**

24/31

77%

B 1) How much time should you take to wash your hands with soap?

- a) 1 minute
- b) 20 seconds
- c) Time does not matter, water temperature does
- d) 5 minutes

C 2) The recommended temperature for your refrigerator is...

- a) 45°F
- b) 50°F
- c) 40°F
- d) 20°F

D 3) 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

D 4) The most important reason for having food handlers wear hair restraints is to

- a) Prevent food from getting into food handlers' hair
- b) Prevent food handlers from contaminating their hands by touching their hair
- c) Keep the food handlers' hair in place
- d) None of the above

C 5) 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

C 6) Bacteria grow best in the temperature "danger zone" which includes temperatures between?

- a) 0°F and 100°F
- b) 32°F and 210°F
- c) 41°F and 155°F
- d) 39°F and 178°F

D 7) 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

D 8) 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

A 9) 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

## Grill Cooks Test

B 19) 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

C 20) What temperature should chicken be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

B 21) What temperature should A.I. ground meat be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

A 22) What temperature should fish be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

23) What is a roux and what is it used for? (2 points)

Used as a base for foundation for Mother Sauces

24) What is the process of making clarified butter, and why is clarified butter used? (3 points)

It is use for frying

25) What are the 5 mother sauces? (5 points)

1. Béchamel
2. Velouté
3. Espagnole
- 4.
- 5.

26) What does it mean to season a grill and why is this process important? (3 points)

To pre oil so that nothing sticks

27) What are the ingredients in Hollandaise sauce? (5 points)

Egg yolk, oil, vinegar salt