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outsourcing
Your Hospitality Staffing Professionals

Name: Agustin Mendoza DNR

Taborca ID: 29353

Date of Hire: 03 / 22 / 18

Date of *Re-Act*: 01 / 22 / 19

New employee set up

- E-verify
- Hire Right EE
- Hire Right Internal (upload any list A docs)
- Direct Deposit (Scan to Payroll) and/or Global Cash Card – complete the form & have EE sign
- Notice to Employee Completed
- Added to Orientation Time Sheet
- Attended New Hire Orientation
- Background Check
- New Hire List (All fields)
- Check Taborca Profile (All fields)
- Upload Resume and Skills Tests (one doc)
- Upload Food Handler's Card

Re Act employee set up (See Re Act Process for more detail)

- File and I9 pulled (new one created/done in Hire Right if old ones are gone)
- Re Act onboarding if initially hired before 1/1/16
- Check W4
- Check all demographic info and availability
- Check for skills tests, app, FHC, and resume (get new app, new resume if hired more than 1 year ago)
- Complete Notice to Employee with updated pay if necessary
- Verify pay option (notify payroll) and take steps to Re Act any old pay options still current
- Run new BGC if more than 1 year since last shift worked
- New orientation/place on time sheet if it's been over a year since last shift
- New Hire List (all fields)
- Delete employee from the INA/TER spreadsheet if they are on it

Interview Note Sheet

Applicant Information	
Name: Agustin Mendoza	Interviewer: Alaura
Date: 01/22/2019	Rate of Pay:
Position (s) Applied for: prep cook	Referred by:

Test Scores					
Server	/35	%	Bartender	/35	%
Prep Cook	/15	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:
Full-Time
(Part-Time)

Relevant Experience & Summary of Strengths

Total of _____ in Food Service/Hospitality

REACT
attendance probation for 3 months
understands no walking off
& call out procedures

NOTE: attitude is very casual, not really much of professionalism. Sat on chair laid back & was using phone

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 LEAD Other FHC 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:

Revised 08/04/2013

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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 AGUSTIN MENDOZA Date: 01/22/18

Home Telephone ( ) _____ Other Telephone (408) 661-7136

Present Address 1517 Flanigan Dr APT-36

Permanent Address, if different from present address: _____

Email Address agustinmen84@Gmail

EMPLOYMENT DESIRED

Position applying for: cook Prepare cashing **Salary desired:** $18.00 hr.

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 walkin 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? ANY date

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		✓	✓	✓	✓	✓	
PM							

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? 2016

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 1/05. 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.) _____

Pursuant to any and all Fair Chance Ordinances, 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?
Lemoore High school	Lemoore Ca. 101 Bush 93245	Yes 03	Yes.
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES	NO
Are you computer literate? If so, list software knowledge under "Special."		YES	NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		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:			

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 Aramark Inc. Sky 1101 Market ST Philadelphi PA 19107

Type of Business _____ Telephone No. (800) 729-5432 Supervisor's Name Unice

Your Position and Duties Grill, cook prapare, Salad Bar Prepare,

Dates of Employment: From 03/10/13 To 01/31/2015

Reason for Leaving: CONTRACT DONE with The comapany

Name and Address of Employer FERMOT HOTEL, 101 Market St. S.J. ca.

Type of Business _____ Telephone No. (___) _____ Supervisor's Name _____

Your Position and Duties Cook prepare, Grill, prepare Banquetes

Dates of Employment: From 02/10/06 To 01/20/10

Reason for Leaving: better Job.

Name and Address of Employer _____

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Type of Business _____ Telephone No. (____) _____ Supervisor's Name _____
Your Position and Duties _____

Dates of Employment: From _____ To _____

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 _____

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: _____

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: _____

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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 fo employment and that the answers given by me are true and correct to the best of my knowledge. I further certif that I, the undersigned applicant, have personally completed this application. I understand that any omission o misstatement of material facts on this application or on any document used to secure employment shall be ground for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed befor discovery.

_____ I hereby authorize Acrobat Outsourcing to thoroughly investigate my references, work record, education and othe matters related to my suitability for employment and, further, authorize the references I have listed to disclose to th company any and all letters, reports and other information related to my work records, without giving me prior notic 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 an way related to such investigation or disclosure.

_____ I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regardin 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 la 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 m identity and legal authority to work in the United States, and that federal immigration laws require me t 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, o conveyed during any interview, which may be granted or during my employment, if hired, is intended t create an employment contract between me and the company. In addition, I understand and agree that i I am employed, my employment is for no definite or determinable period and may be terminated at an time, with or without prior notice, with or without cause, at the option of either myself or the company, an that no promises or representations contrary to the foregoing are binding on the company unless made i 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 Agustin Mendoza **Date** 01/22/19

Interview Note Sheet

Applicant Information	
Name: Agustin Mendoza	Interviewer: Erika
Date: 3/22/2016	Rate of Pay:
Position (s) Applied for: COOK → Prep, Grill, Cashier, Concessions	Referred by: Jessica Pedraza

Test Scores						
Server	/35	%	Bartender	/35	%
Prep Cook	/15	38 %	Barista	/15	%
Grill Cook	/40	40 %	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:
Full-Time
Part-Time

Relevant Experience & Summary of Strengths

Aramark (2years)
Menlo Park
grill cook
all stations (prep)
2 years
inventory, restock
closing
[Dell
Applied Materials
Abbott]
breakfast (bacon, sausage, eggs, veggies)

lunch
fry station
cashier
D/U
commercial machine
3 comp sink
made-to-order

Total of _____ in Food Service/Hospitality

Technician
Supervisor
Hotel experience
↓ Marriott (grill)
Certificates
↓ Customer Service
Sexual Harassment (Prevent)

• not employed at the moment

Stations
• fry • breakfast
• prep • lunch
• grill • pasta
• sandwich • salad

Cuisines
Mexican
American
Italian

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 | LEAD | Other _____ | Will Submit

Availability

Open | AM only | PM only | Weekdays only | Weekends only

Details: M-F → ongoing | Vones

Uniforms Owned:

(B) 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:

Revised 06/04/2013

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Prep Cooks Test

Score ____ / 20

Multiple Choice (1 point each)

7.5/20 = 38%

d 1) **A gallon is equal to 128 ounces**
- a. 56
- b. 145
- c. 32
- d. 128

d 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 blanche 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

b 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

a 8) **Food should be left out no more than**
- a. 2 hours
- b. 3 hours
- c. 4 hours
- d. 5 hours

-2

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Prep Cooks Test

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

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

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

a 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

a 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

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

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

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

-1

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Prep Cooks Test

c 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

b 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)

-0.5 19) garlic & salt (pepper) are the basic seasoning ingredients for all savory recipes.

20) chop: to cut into very small pieces when uniformity of size and shape is not important.

-3.5

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Grill Cooks Test

Score ___ / 40

16
~~24~~/40 = 40%

Multiple Choice Test (1 point each)

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

a **2) The recommended temperature for your refrigerator is...**
- a) 45ºF
- b) 50ºF
- c) 40ºF
- d) 20ºF

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

a **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

d **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) 0ºF and 100ºF
- b) 32ºF and 220ºF
- c) 41ºF and 135ºF
- d) 39ºF and 178ºF

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

C **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

d **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

-4

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Grill Cooks Test

e 10) **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

a 11) **A Julienne is:**
- a) to cut food into 1 inch X 1 inch cubes
- b) A cooking method using high heat
- c) To cut food into 1/8 X 1/8 slices
- d) A rough cutting method producing oblong shapes

12) **A gallon is equal to** 128 **ounces**
- a) 56
- b) 145
- c) 32
- d) 128

d 13) **How many cups are in a quart?**
- a) 2
- b) 4
- c) 6
- d) 8

d 14) **A Chiffonade is:**
- a) To slice an herb or leafy vegetable into thin ribbons
- b) To de bone a fish
- c) Another name for parchment paper
- d) To cook food in liquid, or at just below the boiling point

160º 15) **Potentially hazardous hot foods must be maintained at an internal temperature of** 145 **or higher to be safe**
- a) 145º F
- b) 135º F
- c) 160º F
- d) 180º F

b 16) **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 350º F
- c) Cook gently in water that is hot but not boiling (160º-180º)
- d) Submerge protein in boiling liquid to speed cooking time

a 17) **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

c 18) **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 coved, in liquid at low heat
- d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

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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 coved, 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) 145ºF
- b) 155ºF
- c) 165ºF
- d) 175ºF

a **21) What temperature should ALL ground meat be cooked to?**
- a) 145ºF
- b) 155ºF
- c) 165ºF
- d) 175ºF

a **22) What temperature should fish be cooked to?**
- a) 145ºF
- b) 155ºF
- c) 165ºF
- d) 175ºF

23) What is a roux and what is it used for? (2 points)
1:1 ratio of flour and fat (butter); thickening sauces

24) What is the process of making clarified butter, and why is clarified butter used? (3 points)
cook butter until impurities float to the top, then skim them off.
Higher smoke point

25) What are the 5 mother sauces? (5 points)
1. Barbecue
2. ~~egg~~ ~~Bread~~ marinated
3. Lemon
4. Alfredo
5. PESTO

Bechamel
Tomato
Velouté
Hollandaise
Brown (Espagnole)

26) What does it mean to season a grill and why is this process important? (3 points)
Rub grill w/ fat (oil) prevent food from sticking

27) What are the ingredients in Hollandaise sauce? (5 points)
egg yolk
butter
water
lemon juice
cayenne
(salt and pepper optional)

-14

SafewayClasses.com

A SERVICE OF SAFEWAY CERTIFICATIONS , LLC

Certificate of Completion

State of California

AGUSTIN MENDOZA

has completed the requirements for the ANSI Food Handler Course (Spanish) as accepted by the State of California.

Certificate Information	
Certificate No:	20160325577940
Date of Birth:	Aug 25 1956
Date of Completion:	Mar 25 2016
Certificate Expires:	Mar 25 2019
Course:	Food Handler Course
Location:	State of California

Certificate provided by : SafeWay Certifications, LLC
Austin, Texas 5129960909

J. Lambert SafeWay Certifications, LLC

Certificate Revision
May 2012

SafewayClasses.com

Certificate of Completion

AGUSTIN MENDOZA

has completed the requirements for the food handler course.

Certificate No.:	20160325577940
Date of Birth:	08/25/1956
Date of Completion:	03/25/2016
Certificate Expires:	03/25/2019

Certificate of Accomplishment

Awarded to

Agustin Mendoza

For Successful Completion of

Employment Connection's

Job Search Preparation Workshop with the
Employment Services Program of Santa Clara County

Don Harris & Gary Yanis

Facilitators

February 23, 2007
Date

Certificate of Completion

This certificate is presented to:

Agustin Mendoza

For completion of the course:

ANSI Material Safety Data Sheet (ENGLISH)

December 17, 2010

Certificate of Achievement

GRACE HILL

essential. multifamily. education

This certifies that on December 6, 2010

Agustin Mendoza

successfully completed the

Mold Awareness Course

Course Duration: 1 Hour

www.gracehill.com

Joseph P. Bailey, President, Grace Hill, Inc.

TID#: 1737212

Certificate of Achievement

GRACE HILL

essential. multifamily. education

This certifies that on December 7, 2010

Agustin Mendoza

successfully completed

Preventing Sexual Harassment Course

Course Duration: 2.0 Hours

www.gracehill.com

Joseph P. Bailey, President, Grace Hill, Inc.

TID#: 1738130

Certificate of Achievement

GRACE HILL

essential. multifamily. education

This certifies that on January 21, 2011

Agustin Mendoza

successfully completed the

Dealing with Difficult People Course

Course Duration: 1 Hour

www.gracehill.com

Joseph P. Bailey, President, Grace Hill, Inc.

TID#: 1789825

Certificate of Achievement

GRACE HILL

essential. multifamily. education

This certifies that on December 8, 2010

Agustin Mendoza

successfully completed the

Fair Housing Course

Course Duration: 3 Hours

www.gracehill.com

Joseph P. Bailey, President, Grace Hill, Inc.

TID: c2-1738478-77098

Certificate of Achievement

GRACE HILL

essential. multifamily. education

This certifies that on December 28, 2010

Agustin Mendoza

successfully completed the

Customer Service as a Competitive Advantage Course

Course Duration: 3.0 Hours

www.gracehill.com

Joseph P. Bailey, President, Grace Hill, Inc.

TID#: 1761110

Acrobat outsourcing
Your Hospitality Staffing Professionals

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 AGUSTIN MENDOZA Date: 03/21/16

Home Telephone (408) 648-8557 Other Telephone (408) 866-3240

Present Address 1535 Flanigan Dr. APT 104, San Jose Ca. 95121

Permanent Address, if different from present address: _____

Email Address Magustin 68@Yahoo.com

EMPLOYMENT DESIRED

Position applying for: Cook Prepare, All around **Salary desired:** $18.hr. 15

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 Jessica Pedraza 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? ANY date

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		6"	6	6	6	6	
PM							

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? _____

Do you have friends or relatives working for Acrobat Outsourcing? Yes ✓ No___ If yes, please state name and relationship

Jessica Pedrazo, Friend

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 _____. 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.) _____

EDUCATION & SKILLS

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
LEMOORE High School,	LEMOORE CA.	12	YES
Do you have any special licenses, certificates or special training? If so please list under "Special".		(YES)	NO
Are you computer literate? If so, list software knowledge under "Special."		YES	(NO)
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		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: MAINTENANCE TECHNICIAN APARTMEN, Supervisor			

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 ARAMARK, 1101 MARKET ST. PHILADELPHIA PA, 19107

Type of Business Food, Facilities And Uniform Telephone No. (215) 238-3000 Supervisor's Name KEITH

Your Position and Duties Grill, cook Prepare, All Around and The cafeteria

Dates of Employment: From 03/14 To 03/16 Weekly Pay: Starting $16. hr. Ending $16.35 hr.

Reason for Leaving: Location Closing

Name and Address of Employer CLEAN SERVICE, 973 Linda Vista AV. #D, Mountain View, ca

Type of Business Janitoral Telephone No. (___) _____ Supervisor's Name AGUSTIN MENDOZA

Your Position and Duties SUPERVISOR, 15 building, Prepare THE EQUIMENT, STRIP, WAX DELIVER SUPPLY, Pay check,

Dates of Employment: From 12/03/09 To 12/03/13 Weekly Pay: Starting $14.00 hr Ending $15 hr.

Reason for Leaving: NOT MONEY TO Pay my Salary

Name and Address of Employer Nolan Real ESTATE SERVICES INC. 2020 W. 89TH ST. STE 320 LEAWOOD, KS 66206

Type of Business Apartment, complex Telephone No. (217) 698-5801 Supervisor's Name JOSE

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Your Position and Duties Plumbing Repairs, Basic Electrical, Appliance Heating and AC, painting change lockers, Finish Workorden

Dates of Employment: From 12/03/09 To 12/04/11 Weekly Pay: Starting $14. hr. Ending $15.00 hr.

Reason for Leaving: Move To California

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: Rodolf Solorzano Telephone No. (619) 273-1040

Address P. O. Box 26172 San Jose Ca. 95156

Occupation: Driver Relationship: Friend Number of Years Acquainted: 24

Name: Villablanca Hector Telephone No. (408) 218-4510, (408) 254-4323

Address 4363 Alum Rock Ave, San Jose Ca. 95127

Occupation: Photo Video Relationship: Friend Number of Years Acquainted: 28

Name: Eliazar Inciarte Telephone No. (408) 852-7175

Address San Jose Ca.

Occupation: Teacher Music Relationship: Friend Number of Years Acquainted: 20

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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 Agustin Mendoza **Date** _____

Adecco

3 months attendance probation
- NO unexcused tardy's or call outs
- understands walking off the job is unacceptable & will lead to termination

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Attendance Policy

The cost of absenteeism and lateness is difficult to estimate, no one can calculate the cost of the burden this puts on others who have to do the absent person's work. Most people will be late or sick at one time or another. But when short-term absences become more frequent, they might signal personal, medical, or job-related problems.

It is your responsibility to notify your supervisor at least 24 hours prior to your shift of any anticipated tardiness or absence. **All tardiness or absences should be reported to the Emergency Line at 800.236.2276 x2207.** You should provide the general reason for your absence, and understand that excessive absences and lateness will lead to disciplinary action.

Below is a breakdown of how infractions will be measured. Any employee who accumulates more than **three** points in a 90-day period can result in termination of employment.

Tardy – Anybody not signed/ clocked-in by their start time.	1 Point
Call Off – Needing to be taken off a shift after schedules are sent out. It is your responsibility to request any desired time off in advance.	1 Point
LM Call-Out – Failing to provide Acrobat with 24-hour notice before missing a shift.	1 Points
No Call No Show – Failing to provide Acrobat with any notice before missing a shift.	3 Points

Name: AGUSTIN MENDOZA Date: 01/22/18

Signature: Agustin Mendoza

Premier Food Safety
Protecting people's lives for over 35 years

California Food Handler Card

Agustin Mendoza

Issue Date: 08/11/2018
Expiration Date: 08/10/2021

Confirmation #: 4072431
Verification Code: 2018-ELLKSJ

www.123PremierFoodSafety.com | (714) 451-0075

AGUSTIN MENDOZA

1535 flanigan Dr. apt. 104, San Jose, CA 95121
Ph: (408)648-8557
magustin68@yahoo.com

Professional Summary

Accomplished and energetic [Job Title] with a solid history of achievement in [Type of Work]. Motivated leader with strong organizational and prioritization abilities. Areas of expertise include [Skill 1], [Skill 2] and [Skill 3].

Skills

- Customer and Personal Service
- Food Production
- Coordination
- Speaking
- Mathematics
- Public Safety and Security
- Complex Problem Solving

Experience

cook prepare — *Nov 2014-Present*
Aramark - Philadelphia, PA

- Grill, cook, and fry foods such as french fries, eggs, and pancakes.
- Clean food preparation equipment, work areas, and counters or tables.
- Take orders from customers and cook foods requiring short preparation times, according to customer requirements.
- Grill and garnish hamburgers or other meats such as steaks and chops.
- Restock kitchen supplies, rotate food, and stamp the time and date on food in coolers.

Suprvisor — *Dec 2011-Sep 2012*
clean service - Mountain View, CA

- Greet visitors or callers and handle their inquiries or direct them to the appropriate persons according to their needs.
- Maintain scheduling and event calendars.
- Schedule and confirm appointments for clients, customers, or supervisors.
- Compose, type, and distribute meeting notes, routine correspondence, or reports, such as presentations or expense, statistical, or monthly reports.
- Order and dispense supplies.
- Supervise other clerical staff and provide training and orientation to new staff.

Education

High School Diploma : 12 — *Jun 1984*
Lemoore High School - Lemoore, CA