

# Acrobat

outsourcing

Your Hospitality Staffing Professionals  
665 Third St., Suite 415 • San Francisco, CA 94107

First and Last Name Lenton Thomas  
Email Jaythomas740a@yahoo.com  
Phone number 346-301-3164

## Working Experience:

Company Name W.S. Bellows

Dates of Employment: 08/16 - 08/17

Job Responsibility:

- Flag incoming, outgoing traffic
- Pour concrete slabs
- Sweep, mob and scrap mud holes
- dig 10-30 feet man holes

Company Name MRC Global

Dates of Employment: \_\_\_\_\_

Job Responsibility:

- loading, unloading Trucks
- ship & receive shipments goods
- 
- 

Company Name Alonti

Dates of Employment: \_\_\_\_\_

Job Responsibility:

- Prep food
- dishwashing
- cut, chop meat and vegetables
-

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## Employment Application

816-501-9087

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 Lenton Thomas Date: \_\_\_\_\_  
Home Telephone (316) 301-3164 Other Telephone (\_\_\_\_) \_\_\_\_\_  
Present Address 7319 Forrestal \_\_\_\_\_  
Permanent Address, if different from present address: \_\_\_\_\_  
Email Address Jaythomas7402@yahoo.com

### EMPLOYMENT DESIRED

Position applying for: Food Service/Runner Salary desired: \_\_\_\_\_  
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	open	open
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 \_\_\_\_\_  
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? \_\_\_\_\_

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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 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?
Jesse J. Academy	Houston Tx	12th	yes
Do you have any special licenses, certificates or special training? If so please list under "Special". Food Service		<input checked="" type="radio"/> YES	<input checked="" type="radio"/> NO
Are you computer literate? If so, list software knowledge under "Special."		<input checked="" type="radio"/> YES	<input checked="" type="radio"/> NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		<input checked="" type="radio"/> 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	<input checked="" type="radio"/> NO

## 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 W.S. Bellows  
Type of Business Construction Telephone No. ( )  
Your Position and Duties Labor Worker, flagger control incoming, outgoing traffic, chop saw wood, pour concrete slabs Supervisor's Name Jesse Young  
Dates of Employment From 08/16 To 08/17 Weekly Pay Starting 17.50 Ending 17.50  
Reason for Leaving Laid-off

Name and Address of Employer MRC Global  
Type of Business Oil & Gas Telephone No. ( )  
Your Position and Duties loading, unloading trucks, shipping and receiving stocks Supervisor's Name  
Dates of Employment From 06/15 To 04/16 Weekly Pay Starting 13.50 Ending 13.50  
Reason for Leaving Better Opportunity  
Name and Address of Employer Alonti

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Type of Business Food Service

Telephone No. ( )

Supervisor's Name

Your Position and Duties Prep food, diswashing, cut, chop meat and vegetables

Dates of Employment: From 11/14 To 03/15

Weekly Pay: Starting 8.00 Ending 8.00

Reason for Leaving: Better Opportunity

Name and Address of Employer Oak Farms Dairy

Type of Business Warehouse

Telephone No. ( )

Supervisor's Name

Your Position and Duties load, unload truck, ship and receive

Dates of Employment: From 11/12 To 08/14

Weekly Pay: Starting 8.00 Ending 9.00

Reason for Leaving: Laid - off

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? If so, describe:

Yes No ☒

## JOB RELATED REFERENCES

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

Name Londrick Gallow

Telephone No. (713) 734-4921

Address 7402 Galhoun #88

Occupation Relationship

Number of Years Acquainted

Name Cardarrle Strong

Telephone No. (832) 256-2350

Address

Occupation Relationship

Number of Years Acquainted

Name Tyrone McFarland

Telephone No. (346) - 898-2210

Address

Occupation Relationship

Number of Years Acquainted

**Please Read Carefully, Initial Each Paragraph and Sign Below**

L.T. ✓ 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.

L.T. ✓ 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.

L.T. ✓ 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.

L.T. ✓ 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.

L.T. ✓ 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 Lenora Thomas

Date 11/3/14

Multiple Choice (1 point each)

- ☒ 1) A gallon is equal to \_\_\_\_\_ ounces  
a. 56  
b. 145  
☒ c. 32  
d. 128
- \_\_\_\_\_ 2) Mesclun are what type of vegetable?  
a. Roots  
☒ b. Beans  
c. Salad Greens  
d. Spices
- \_\_\_\_\_ 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
- \_\_\_\_\_ 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
- \_\_\_\_\_ 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
- \_\_\_\_\_ 6) Which of the following ingredients would you pack before measuring?  
a. Olive Oil  
☒ b. Salt  
☒ c. Brown Sugar  
d. White Sugar
- \_\_\_\_\_ 7) What is Al Dente?  
a. Firm but not hard  
☒ b. Soft to the touch  
☒ c. Very hard  
d. Very soft
- \_\_\_\_\_ 8) Food should be left out no more than  
☒ a. 2 hours  
b. 3 hours  
☒ c. 4 hours  
d. 5 hours

## Prep Cooks Test

- 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
- 10) Which of the following can you use to put out a grease fire?
- ☒ a. Baking Soda
  - ☐ b. Baking Powder
  - ☒ c. Flour
  - ☐ d. Water
- 11) What is the temperature range of the danger zone?
- ☒ a. 25-135
  - ☒ b. 40-140
  - ☐ c. 50-160
  - ☐ d. 30-130
- 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
- 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
- 14) When you poach something, you cook it with what?
- ☐ a. Noodles
  - ☒ b. Vegetables
  - ☐ c. Liquid
  - ☐ d. Oil
- 15) Which spoon is used to remove fat from soups and stews?
- ☒ a. Basting Spoon
  - ☐ b. Ladle
  - ☐ c. Slotted Spoon
  - ☐ d. Portion Spoon
- 16) Which of the following means to cook in a small amount of fat?
- ☐ a. Season
  - ☒ b. Sauté
  - ☐ c. Broil
  - ☐ d. Boil
  - ☐ e. Fry

## Prep Cooks Test

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

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



## Interview Note Sheet

Applicant Information	
Name: <u>Lenon Thomas</u>	Interviewer: <u>Camille</u>
Date: <u>11/2/17</u>	Rate of Pay:
Position (s) Applied for: <u>Food Service Worker / runner / Food prep</u>	Referred by: <u>friend</u>

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 3 in Food Service/Hospitality

Worked at St Lukes as a runner & food prep

honest  
Always on time  
friendly  
reliable  
like to work

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

South East

### Certifications (if any)

TIPS

Serv-Safe

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: