

# Acrobat

outsourcing

Your Hospitality Staffing Professionals

665 Third St., Suite 415 • San Francisco, CA 94107

First and Last Name: Richard Nickerson  
Email: Nickerson Richard@yahoo.com  
Phone number: 281-714-6254

## Working Experience:

Company Name: Sodex O / Corp  
Dates of Employment: 4/1/2014 - 3/30/2017  
Job Responsibility:  

- Took orders for 35-40 patients in MRI Unit Hermanston
- Filled pantries on both floors
- Stocked up kitchen line and help others with their tasks

Company Name: Managed by Ho Hospitality Staffing  
Dates of Employment: 2/2011 - 3/4/2014  
Job Responsibility:

- Waitress
- Served food for residence
- Dish washing

Company Name: Subway Salad & Sandwiches  
Dates of Employment: 1984 - 1994  
Job Responsibility:

- Entrepreneur / owned business
- payroll
- inventory / Accounting work

## Skills

- Supervised 8 to 10 employees
- I have been in the Food Industry for since
  - 1977, and Customer Service have many years
  - of experience,

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## 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 Richard Claude Nickerson Date: 5/1/2017  
Home Telephone 851-714-6254 Other Telephone ( 851-714-6254  
Present Address 5818 Council Grove Lane  
Permanent Address, if different from present address:  
Email Address Nickerson-richard13@yahoo.com

### EMPLOYMENT DESIRED

Position applying for: Customer Service Salary desired: \$13.00 a hour  
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 ☐ 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? any time

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	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:  
No

### 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. ☒

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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 <u>Classical High School</u>	CITY & STATE <u>SPRINGFIELD, MASS.</u>	GRADE OR DEGREE COMPLETED <u>1079</u>	DID YOU GRADUATE? <u>yes</u>
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Are you computer literate? If so, list software knowledge under "Special."		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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 <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

I have been in the food industry and Customer Service for 40 years  
See resume

## 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 Sodexo, Herman Memorial Hospital Medical Center  
Type of Business Food Service Telephone No. 713.704.1276  
Your Position and Duties Host, Customer Service Supervisor's Name Mrs. Bunda

Dates of Employment: From 4/1/14 To 3/30/17 Weekly Pay: Starting 10.50 an hour Ending 11.50 an hour  
Reason for Leaving Was dismissed / absently Policy Changed

Name and Address of Employer Majesty Hospitality Staffing  
Type of Business 2/11/2011 Telephone No. 713.356.4940  
Your Position and Duties worked as a waitress, served breakfast Supervisor's Name Lance / Chanda  
for 4th Floor, of nursing

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Weekly Pay: Starting \_\_\_\_\_ Ending \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

Name and Address of Employer \_\_\_\_\_

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Type of Business Restaurants

Your Position and Duties Owner

Telephone No. ( )

Supervisor's Name Shirley Head Gith

Dates of Employment: From 1984 To 1994

Reason for Leaving: Sold business

Weekly Pay: Starting 9<sup>00</sup> a hour Ending 24<sup>00</sup> a hour

Name and Address of Employer 3518 S. Shepherd, Westmoreland, Pa

Type of Business

Your Position and Duties

Telephone No. ( )

Supervisor's Name

Dates of Employment: From To

Reason for Leaving:

Weekly Pay: Starting Ending

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: Donc Poole Telephone No. (713) 524-0751

Address: 5518 Cornet garden

Occupation: Finance Director Relationship: Friend/employer Number of Years Acquainted: 29 years

Name: Jerome Nash Telephone No. 713 822-3887

Address: Cypress, TX

Occupation: Sales Insurance Co Relationship: Friend Number of Years Acquainted: 20 years

Name: Mrs Burela Telephone No. (713) 704-1276

Address: Heuman Memorial Hospital

Occupation: Superulser Relationship: Boss Number of Years Acquainted: 1 year

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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 \_\_\_\_\_

Date \_\_\_\_\_



*Rebecca Nickerson*

## Cashier Test

Score 12 / 15

**Passed**

1) A roll of quarters is worth?

- a) \$5.00
- ☒ b) \$10.00
- c) \$15.00
- d) \$20.00

2) A roll of dimes is worth?

- ☒ a) \$5.00
- b) \$4.00
- c) \$3.00
- d) \$2.00

3) A roll of nickels is worth?

- a) \$8.00
- b) \$6.00
- c) \$4.00
- ☒ d) \$2.00

4) A roll of pennies is worth?

- ☒ a) \$1.00
- b) \$0.75
- c) \$0.50
- d) \$0.25

5) What does POS stand for?

- a) Patience over standards
- b) Percentage of sales
- ☒ c) Point of sales
- d) People over service

6) What is the current sales tax rate in your city 8.25?

7) A customer buys a bowl of soup for \$1.25, an apple \$0.90 and a soda is \$0.79. If you are given \$10.00 how much change should you give back?

- a) \$4.06
- b) \$2.06
- ☒ c) \$7.06
- d) \$5.06

*21.19 10.00  
2.94  
7.06*

8) A customer buys two shirts for 10.50 each and two ball caps for \$7.25 each. If you are given \$50.00 how much change should you give back?

- a) \$19.50
- ☒ b) \$14.50
- c) \$9.50
- d) \$4.50

*21.00 50.00  
7 28.25 21.00  
21.00 14.50  
75.50*

9) A customer buys soda for \$3.75 and a hot dog for \$4.25. If you are given \$20.00 how much change should you give back?

- a) \$6.00
- b) \$8.00
- c) \$10.00
- ☒ d) \$12.00

10) A customer buys two hamburgers at \$3.75 each, two bags of chips at \$1.25 each, two cookies at \$2.50 each and two sodas at \$3.25 each. If you are given \$100.00 how much change should you give back?

- ☒ a) \$78.50
- b) \$58.50
- c) \$38.50
- d) \$28.50

*75.00 15.00  
20.00 21.50  
5.00 78.50  
60.50*

**Cashier Test**

**Score / 15**

11) Counterfeit pens should be used on which three denominations?

- a) \$20, \$50, \$100
- b) \$10, \$20, \$50
- c) \$5, \$50, \$100
- d) \$10, \$20, \$50



12) How many times should you count change when giving it to the customer?

- a) one
- b) two
- c) three
- d) no need to count



Question & Answer:

13) What is the minimum age for legal alcohol purchases?

21

14) What are the acceptable forms of ID for alcohol purchases?

Driver License

15) How many \$20 bills are in a bank band?

50



## Interview Note Sheet

### Applicant Information

Name: <u>Richard Nickerson</u>	Interviewer: <u>Sheryl Pedin</u>
Date: <u>5/4/17</u>	Rate of Pay:
Position (s) Applied for: <u>Dishwasher / Cashier / Utility / Busser</u>	Referred by:

### Test Scores

Server	/35	%	Bartender	/35	%
Prep Cook	/20	%	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

↓ Hard working.  
 ↓ team worker.  
 ↓ Can start work on Monday, Tuesday, or  
 ↓ Responsible

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      Houston

### 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? Yes.

Convention Candidate?

Other Languages Spoken: