





# Acrobat

outsourcing

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

First and Last Name: MICHAEL SCALE  
Email: sc91pmichael@yahoo.com  
Phone number: 281-706-4100

### Working Experience:

Company Name: AMBASSADOR EDUCATION SOLUTIONS

Dates of Employment: 12-8-2014 TO 7/14/2016

Job Responsibility:

- SOLE RESPONSIBILITY FOR OPERATING TRADE SCHOOL BOOKSTORE
- CUSTOMER SERVICE
- INVENTORY CONTROL
- INVENTORY CONTROL

Company Name: FUDGEMUCKERS

Dates of Employment: 12-2-02 TO 2-14-2012

Job Responsibility:

- GENERAL MANAGEMENT
- INVENTORY CONTROL
- COST CONTROL
- WEEKLY P&L GENERATION

Company Name: THE SERVICE INSPECTORS

Dates of Employment: 4-2012 TO PRESENT

Job Responsibility:

- INDEPENDENT CONTRACTOR FOR MYSTERY SHOP COMPANIES
- -
- -
- -
- -

### Skills

- SPECIAL COMMUNICATION
- CUSTOMER SERVICE
- CASH CONTROL



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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 MICHAEL EVERETT SCALF Date: 8-12-2016  
 Home Telephone (281) 706-4100 Other Telephone ( )  
 Present Address 13727 STABLE GROVE LANE, HOUSTON TX 77014  
 Permanent Address, if different from present address: \_\_\_\_\_  
 Email Address \_\_\_\_\_

### EMPLOYMENT DESIRED

Position applying for: \_\_\_\_\_ Salary desired: \_\_\_\_\_  
 Are you currently registered with any staffing and/or employment agencies? If so, please list  
NOT AT THIS TIME  
 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 DEBBIE DONALDSON 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 <u>AVAILABLE</u> <u>DAILY</u>	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
AM	<u>Any</u>						
PM	<u>Any</u>						

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

DEBBIE DONALDSON, 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.)

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?
COLUMBUS NORTH HIGH	COLUMBUS IN	12	DIPLOMA YES
INDIANA UNIVERSITY	BLOOMINGTON IN	4	NO
Do you have any special licenses, certificates or special training? If so please list under "Special".			
Are you computer literate? If so, list software knowledge under "Special".			
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special".			
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."			
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 X If so, may we contact your current employer? Yes    No   

Name and Address of Employer SEE INSERT AMBASSADOR EDUCATION SOLUTION

Type of Business TRADE BOOKSTORE Telephone No. (713) 219-2431 Supervisor's Name SCOTT ROGEN

Your Position and Duties BOOKSTORE MANAGER, RESPONSIBILITY FOR \$50K IN  
BOOK PURCHASES EVERY MONTH.

Dates of Employment: From 12/2014 To 7/2016 Weekly Pay: Starting \$675 Ending \$685

Reason for Leaving: POSITION ELIMINATED

Name and Address of Employer FUDORVICS

Type of Business RESTAURANT Telephone No. (\_\_\_\_) Supervisor's Name MARY PERIN

Your Position and Duties GENERAL MANAGER OF WILLOW BROOK LOCATION

Dates of Employment: From 12/2002 To 2/2014 Weekly Pay: Starting 35000 Ending 47000

Reason for Leaving: COMPANY SOLD

Name and Address of Employer SHENWANG BEACH S. PUB



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Type of Business NIGHTCLUB

Telephone No. ( )

**BILL**  
~~DEE~~ DEEMING  
Supervisor's Name

Your Position and Duties GENERAL MANAGER

Dates of Employment: From 5/2001 To 8/2002 Weekly Pay: Starting 350.00 Ending 42000

Reason for Leaving: DISPUTE w/ SUPERVISOR

Name and Address of Employer GRAHAM CENTRE STATION

Type of Business NIGHTCLUB

Telephone No. ( ) ?

Supervisor's Name ? DON HESKETT

Your Position and Duties GENERAL MANAGER OF SEVEN ROOM, 4 STORY  
NIGHTCLUB IN DOWNTOWN NASHVILLE TN

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?  
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: SCOTT RODGERS Telephone No. (863) 268-3775

Address FROM 10A

Occupation: OPERATIONS MGR Relationship: SUPERVISOR Number of Years Acquainted: 4

Name: SAM MARTIN Telephone No. (713) 306-4159

Address HOUSTON TX

Occupation: MASTER ELECTRICIAN Relationship: FRIEND Number of Years Acquainted: 10

Name: ROD BRYAN Telephone No. (713) 392-7679

Address HOUSTON, TX

Occupation: MANAGER Relationship: PEER Number of Years Acquainted: 8



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

16 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.

17 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.

18 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.

19 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.

20 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 8/12/2016



## Bartender Test

### Entry Level

YGS

1) Is there a difference between Brandy and Cognac? Cognac is aged longer.

Explain Cognac is aged longer.

2) What is Jack Daniel's? Be specific JACK DANIEL'S IS A SOUR MASH WHISKEY FROM LYNCH BEND TN.

3) Why do some customers order their cocktails/highballs "tall"? TO GET MORE MIXED SO DRINKS LAST LONGER.

4) How old is a person if they were born March 30, 1978? 38

5) What is acceptable, legal I.D. in the state of Texas?

PHOTO STATE PHOTO  
a) DRIVERS LICENSE b) FD CARD c) PASSPORT

6) What garnish would you use for the following drinks?

Gin & Tonic LIME ✓ Martini OLIVES ✓

Bourbon and Water none Margarita LIME ✓

Manhattan ORANGE & CLOVE Whiskey Sour ORANGE & CLOVE ✓

Vodka Gimlet ONIONS Long Island Iced Tea LEMON & LIME ✓

7) Identify the type of glass used for each drink below. R for rocks glass, H for high ball, C for cocktail glass, SH for shot glass, COL for Collins glass and P for pony or cordial glass.

Bourbon Rocks R ✓ Bourbon Water H ✓ White Russian H ✗

Bourbon Water Tall COL ✓ Seabreeze H ✓ Martini Rocks C ✗

Manhattan Up C ✓ Shot of Vodka SH ✓ B-52 SH P ✗

Gimlet Up C ✓ Grand Marnier P ✓ Rusty Nail H ✗

Salty Dog H ✓ Shot of Peppermint Schnapps SH ✓

8) Name 3 brands of Canadian Whiskey

a) CANADIAN MIST b) CANADIAN CLUB c) CROWN ROYAL

9) What are the following:

(choose from Vodka, Rum, Bourbon, Whiskey, Tequila, Scotch, Gin, Cordial/Liqueur, Wine, Beer, Water)

Seagrams "7"	<u>Bourbon</u>	Jose Cuervo	<u>TEQUILA</u>
Absolut	<u>VODKA</u>	Jameson's	<u>IRISH WHISKEY</u>
Bacardi	<u>RUM</u>	Captain Morgan	<u>RUM</u>
Crown Royal	<u>WHISKEY</u>	Courvoisier	<u>COGNAC</u>
Khalua	<u>CONDIAL</u>	Chablis	<u>WINE</u>
Corona	<u>BEER</u>	Southern Comfort	<u>LIQUEUR</u>
Dewar's	<u>SCOTCH</u>	Johnny Walker Black	<u>SCOTCH</u>
Perrier	<u>WATER</u>	Malibu	<u>RUM</u>

10) A customer shows you an I.D. dated November 10, 1992. Can this customer be legally served alcohol? YES, 23 YEARS OF AGE

11) Define the following:

Back	<u>ON THE SINK IN A GLASS</u>	Double	<u>TWO SHOTS</u>
Dry	<u>LITTLE/NO VERMOUTH</u>	Extra Dry	<u>NO VERMOUTH</u>
Dirty	<u>OLIVE JUICE</u>	Float	<u>LIQUOR ON TOP</u>
Splash	<u>JUST A BIT</u>	Branch	<u>? ?</u>
Virgin	<u>NO ALCOHOL</u>		

12) How many ounces are there in a liter? 33 750ML? 25

13) What liqueur is used in the Golden, or Top Shelf Margarita instead of Triple Sec? COIN MERA OR GRAN MARNIER

14) Name 3 drinks that use bitters

a) OLD FASHION ✓ b) MANHATTAN ✓ c) ROB ROY

15) What is the flavor of:

Galliano LICORICE ✓ Kahlua COFFEE ✓  
Dark Crème de Cacao CHOC ✓ Vodka ? POTATOES?? ✓  
Amaretto ALMOND ✓ Sambuca LICORICE ✓

16) If the house pour is  $1 \frac{1}{4}$  oz., how many shots can you get out of a liter bottle of Bacardi?

26

17) I.D.'s are being checked at the door. Are you still liable if you serve a minor?

YES

18) How long is a TABC certificate valid and who needs one?

TWO YEARS, ANYONE WHO SERVES OR MANAGES  
SERVING



# Interview Note Sheet

## Applicant Information

Name: Michael Scott	Interviewer: Camille Powers
Date: 8/12/16	Rate of Pay:
Position (s) Applied for:	Referred by: Debbie Donaldson

## 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

- Bartending
- Intend to get recertified with TASC

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?

Convention Candidate?

Other Languages Spoken:

