

Acrobat

outsourcing
Your Hospitality Staffing Professionals

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 Tameka Gregory Monroe Date: August 18, 2016
 Home Telephone (832) 810-9810 Other Telephone (281) 454-8010
 Present Address 11735 S. Gilen Dr. Apt. 1111 Houston, TX 77099
 Permanent Address, if different from present address: _____
 Email Address Daniellegregory38@yahoo.com

EMPLOYMENT DESIRED

Position applying for: Hospitality / Waitstaff Open Salary desired: 8.00

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? August 18, 2016

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	12:00AM Open	Open	Open	Open Open	Open	Open	Open
PM	12:00AM Open	Open	Open	Open Open	Open	Open	Open

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.

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?
Texas Careers Woodville High	Beaumont, TX Woodville, TX	Certificate 11	Yes No
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: Medical Assistant			

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 Wal-Mart 5405 S. Rice Ave. Houston, TX

Type of Business Retail Telephone No. 713-860-9242 Supervisor's Name Neisha Guillory

Your Position and Duties Cashier-POS expert, Customer Service, Money handling

Dates of Employment: From 05/15 To 07/16 Weekly Pay: Starting 9.00/hr Ending 13.50/hr

Reason for Leaving: Terminated

Name and Address of Employer Texas Home Health 195 N 11th Street Bmt, TX

Type of Business Healthcare Telephone No. 409-839-8116 Supervisor's Name John

Your Position and Duties Provider - Prepare Meals, Running Errands, Shower Assistance

Dates of Employment: From 02/15 To 05/15 Weekly Pay: Starting 8.00/hr Ending 8.00/hr

Reason for Leaving: MOVED to Houston

Name and Address of Employer Wal-Mart 800 W. Gibson Jasper, TX

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Telephone No. (409) 384-4107

Supervisor's Name

Teamela Johnson

Type of Business

Retail

Your Position and Duties

Service

Deli Associate - Prepare Salads, Cook food, customer

Dates of Employment: From 08/09 To 05/11

Weekly Pay: Starting 9.80 Ending 10.80

Reason for Leaving: My husband had a stroke and was ventilator dependent

Name and Address of Employer What A Burger Jasper, Tx

Type of Business Restaurant

Telephone No. (409) 384-4123

Supervisor's Name Pamela

Your Position and Duties

Teamleader - Supervise employees, Prepare Orders

Dates of Employment: From 09/07 To 05/09

Weekly Pay: Starting 7.25 Ending 9.00

Reason for Leaving: Moved to Beaumont

Have you ever been fired from any previous place of employment? If so, please explain: family so I missed to many days. yes - Death in

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: Jocelyn Edwards Telephone No. (281) 1608-91658

Address 1827 SunPoint Ct. Humble, Tx

Occupation: Owner Edwards Relationship: Supervisor Number of Years Acquainted: 12

Name: Joshua Tillerman Telephone No. (281) 940-5107

Address 5405 S. Rice Ave. Houston, Tx

Occupation: Assistant Manager Relationship: Former Boss Number of Years Acquainted: 1

Name: Shalanda Adams Telephone No. (832) 715-8059

Address _____

Occupation: Department Manager Relationship: Co-Worker Number of Years Acquainted: 1

Please Read Carefully, Initial Each Paragraph and Sign Below

TM

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.

TM

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.

TM

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.

TM

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.

TM

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

Jamica Monroe

Date

August 18, 2016

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

First and Last Name: Tameka Monroe
Email: chanellegregory380@yahoo.com
Phone number: 833-869-8010

Working Experience:

Company Name: Wal-Mart

Dates of Employment: 05/15 - 07/16

Job Responsibility: Cashier

- Money handling
- Customer Service
- Sales

Company Name: Texas Home Health

Dates of Employment: 08/15 - 05/15

Job Responsibility:

- Medication Assistance
- General Cleaning
- Assist patient with Shower

Company Name: Pelican Bay

Dates of Employment: 01/15 - 03/15

Job Responsibility: Provide Wait Staff

- Fix drink orders
- Set tables
- Serve residents meals

Skills

-
-
-
-
-

Interview Note Sheet

Applicant Information

Name: <u>Tameka Monroe</u>	Interviewer: <u>Caroline Roane</u>
Date: <u>8/18/16</u>	Rate of Pay:
Position (s) Applied for: <u>Open</u>	Referred by: <u>Apartments Direct</u>

Test Scores

Server	/35	%	Bartender	/35	%
Prep Cook	/20	%	Barista	/15	%
Grill Cook	/40	%	Cashier	15 /15	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:

Full-Time

Part-Time

Relevant Experience & Summary of Strengths

Total of 4 in Food Service/Hospitality

- Willing to get Tabc / FHC
- Open to training
- Very pleasant / presentable

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

SW 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:

Cashier Test

Score 15 / 15

b ✓

1) A roll of quarters is worth?

- \$5.00
- \$10.00
- \$15.00
- \$20.00

A ✓

2) A roll of dimes is worth?

- \$5.00
- \$4.00
- \$3.00
- \$2.00

d ✓

3) A roll of nickels is worth?

- \$8.00
- \$6.00
- \$4.00
- \$2.00

C ✓

4) A roll of pennies is worth?

- \$1.00
- \$0.75
- \$0.50
- \$0.25

C ✓

5) What does POS stand for?

- Patience over standards
- Percentage of sales
- Point of sales
- People over service

8.25 ✓

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

C ✓

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?

- \$4.06
- \$2.06
- \$7.06
- \$5.06

B ✓

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?

26.25

- \$19.50
- \$14.50
- \$9.50
- \$4.50

D ✓

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?

- \$6.00
- \$8.00
- \$10.00
- \$12.00

A ✓

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?

- \$78.50
- \$58.50
- \$38.50
- \$28.50

Cashier Test

Score / 15

A

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

B

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? State ID or DL

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

Texas

DRIVER LICENSE

4d DL 34328405 3 Class C
4e Iss 05/14/2015 4b Exp 07/01/2017
3 DOB 07/01/1982
1 MONROE
2 TAMEKA GREGORY

1 3685 MCHALE ST
BEAUMONT TX 77708-0000

12 Restrictions A 18 End NONE
16 Hgt 5-03 18 Sex F 18 Eyes BRO 
5 DD 00211590059104537414

Tameka Monroe

USA
TX

