

Interview Note Sheet

Applicant Information	
Name: <u>Michael Hago</u>	Interviewer: <u>Jefferson</u>
Date: <u>8/22/</u>	Rate of Pay: <u>13</u>
Position (s) Applied for: <u>Dish</u>	Referred by: <u>Robert Bond</u>

Test Scores					
Server	/35	%	Bartender	/30	%
Prep Cook	/15	%	Barista	/10	%
Grill Cook	/40	%	Cashier	/10	<u>78</u> %
Dishwasher	/10	<u>80</u> %	Housekeeping	/16	%

Seeking:
Full-Time
<u>Part-Time</u>

Relevant Experience & Summary of Strengths
<p style="text-align: right;">Total of <u>10</u> in Food Service/Hospitality</p> <p>- Warehousing - Ship & Receive - Auto Detail</p> <p style="margin-left: 200px;">Service costs</p> <p style="text-align: center; margin-top: 50px;">Calm willing to work</p>
P.O.S. Experience: Y / N details: _____

Transportation
Car <input type="checkbox"/> Public Transit <input checked="" type="checkbox"/> Carpool (Rider / Driver) <input type="checkbox"/>

Regions Available to work:
<input checked="" type="checkbox"/> SF City <input checked="" type="checkbox"/> SF North <input checked="" type="checkbox"/> SF Peninsula <input checked="" type="checkbox"/> East Bay <input checked="" type="checkbox"/> Outer East Bay San Jose South San Jose SJ Peninsula

Certifications (if any)
TIPS <input type="checkbox"/> Serv-Safe <input type="checkbox"/> LEAD <input type="checkbox"/> Other _____ Will Submit <input type="checkbox"/>

Availability
<input checked="" type="checkbox"/> Open ^{week full} AM only <input type="checkbox"/> PM only <input type="checkbox"/> Weekdays only <input type="checkbox"/> Weekends only <input type="checkbox"/>
Details: <u>Mon, Tues, Wed - night only</u> <u>Thur & Fri, Sat - nights</u>

Uniforms Owned:
<input checked="" type="checkbox"/> Bistro <input checked="" type="checkbox"/> Black Bistro <input type="checkbox"/> Tuxedo <input type="checkbox"/> 1/2 Tuxedo <input type="checkbox"/> Black Vest <input checked="" type="checkbox"/> Long Black Tie <input type="checkbox"/> Chef Coat <input type="checkbox"/> Chef Pants <input type="checkbox"/> Knives <input checked="" type="checkbox"/> Black Pants <input checked="" type="checkbox"/> Non-Slip Shoes <input type="checkbox"/> Bow Tie Other: _____

Would you recommend this applicant for Acrobat Academy?	Convention Candidate?	Other Languages Spoken:
<input type="checkbox"/>	<u>NO</u>	

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 HAGHA Date: 8-17-16
 Home Telephone (859) 578-7554 Other Telephone () _____
 Present Address 890 HAYES ST SAN FRANCISCO, CA 94117
 Permanent Address, if different from present address: _____
 Email Address hagam1207@gmail.com

EMPLOYMENT DESIRED

Position applying for: N/A Salary desired: N/A
 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 X No ___
 Temporary work, e.g., summer or holiday work? Yes ___ No X From: _____ To: _____
 How did you find out about our open position? (Please check fill in proper name of source):
 Referral ☒ Name of Referral ROBERT BOND 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? ASAP

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	<u>24</u>						
PM	<u>24 hrs</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 X If yes, when? _____
 Do you have friends or relatives working for Acrobat Outsourcing? Yes X No ___ If yes, please state name and relationship
FRIEND - ROBERT BOND
 If hired, would you have a reliable means of transportation to and from work? Yes X 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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Your Hospitality Staffing Professionals

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?
BESER CHAVEZ	FRESNO, CA	GED	
Do you have any special licenses, certificates or special training? If so please list under "Special".		<input checked="" type="radio"/> YES	NO
Are you computer literate? If so, list software knowledge under "Special."		<input checked="" type="radio"/> YES	NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		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	NO
Special: FORKLIFT CERTIFICATION			

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 ELECTRONIC RECYCLERS
Type of Business RECYCLING Telephone No. (559) 278-7010 Supervisor's Name JOE GARCIA
Your Position and Duties FORKLIFT OPERATOR, filled orders & LOADING and UNLOADING

Dates of Employment: From 2007 To 2016 Weekly Pay: Starting 10.00 Ending 12.00

Reason for Leaving: N/A

Name and Address of Employer MAR-DIK AUTO DETAILING

Type of Business DETAILER Telephone No. (559) 458-1021 Supervisor's Name _____

Your Position and Duties DETAILED CARS, WAXING & POLISHING

Dates of Employment: From 2007 To 2005 Weekly Pay: Starting 9.80 Ending VIRGIL BAKER

Reason for Leaving: N/A - OTHER JOB

Name and Address of Employer SUNSET WASTE

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Your Hospitality Staffing Professionals

Type of Business MATIENCE

Telephone No. (559) 251-1890

Supervisor's Name LYNETTE HERRERA

Your Position and Duties MATIENCE MECHANIC, REPAIRED MACHINES, WELDING ETC.

Dates of Employment: From 2004 To 2007

Weekly Pay: Starting 10.50 Ending 10.50

Reason for Leaving: N/A

Name and Address of Employer HAGA AUTO

Type of Business MACHANIC

Telephone No. (559) 646-2515

Supervisor's Name CHRIS HAGA

Your Position and Duties MACHANIC

Dates of Employment: From 1999 To 2004

Weekly Pay: Starting 9.00 Ending 9.25

Reason for Leaving: N/A

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: ROBERT BOND

Telephone No. (415) 637-6015

Address ACROBAT

Occupation: CASHIER

Relationship: FRIEND

Number of Years Acquainted: 5

Name: MISTY TRIJULLO

Telephone No. (415) 904-7175

Address 301 HOWARD ST

Occupation: HR

Relationship: FRIEND

Number of Years Acquainted: 7

Name: JORGE GONZALEZ

Telephone No. (559) 835-1953

Address 290 HAYES ST.

Occupation: STUDENT

Relationship: FRIEND

Number of Years Acquainted: 10

Please Read Carefully, Initial Each Paragraph and Sign Below

MH 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.

MH 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.

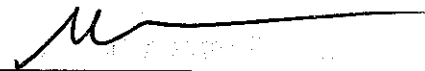
MH I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice and law enforcement agency and general public records history.

MH 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.

MH 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

8-17-16

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

First and Last Name: Michael HAGA
Email: hagam1207@gmail.com
Phone number: (559)-578-7554

Working Experience:

Company Name: ELECTRONIC RECYCLERS

Dates of Employment: 07 to 10

Job Responsibility:

- FORKLIFF OPERATOR
- LOADED TRUCKS
- UNLOADED TRUCKS
- FILLED ORDERS

Company Name: MAR-KIR AUTO DETAILER

Dates of Employment: 05 to 07

Job Responsibility:

- PICKED UP CARS
- DELIVERED CARS
- WAXING & BUFFING
- WASHING CARS

Company Name: SUNSET WASTE IN

Dates of Employment: 04 to 05

Job Responsibility:

- MAINTENANCE MACHINE
- WELDING
- REPAIRED CONVAR BELTS
- GROUND WORK

Skills

- FORKLIFT CERTIFICATION
- INVENTORY - SHIPPING & RECEIVING
- SOCIABLE WITH OTHERS
- GETTING THE JOB DONE AND STEPPING UP AT ALL TIMES.

80%

- C 1) After washing your hands, which item should be used to dry them?
- a) Clean apron
 - b) Sanitized wiping cloth
 - c) Single use paper towel
 - d) Common used cloth
- C 2) While washing dishes by hand, which item should you wear?
- a) Cutting glove
 - b) Oven Mitt
 - ☒ c) Rubber glove
 - d) Nothing
- D 3) When should you wash your hands?
- a) Before you start work
 - b) After handling non-food items (garbage, money, cleaning chemicals)
 - c) After using the restroom
 - d) All of the above
- B 4) If you need to move a heavy load, you should PULL and not PUSH the object.
- a) True
 - b) False
- E 5) Which of the following could you be at risk for getting burned from?
- a) Steam from boiling pots
 - b) Hot liquids (coffee, soup, tea)
 - c) Hot equipment (ovens, pots, chaffing dishes)
 - d) Harsh chemicals
 - e) All of the above
- A 6) All work-related injuries, accidents or illnesses should be reported immediately to the supervisor on duty.
- a) True
 - b) False
- C 7) What should you do if you spill liquids or see a liquid spill?
- a) Leave it for someone else to clean-up
 - b) Wait until the end of your shift to clean it
 - c) Flag the spill and clean it immediately
 - d) Not sure
- C 8) When handling hot items you should?
- a) Wear rubber gloves
 - b) No need to wear anything
 - c) Use an oven mitt or dry cloth towel
 - d) Nothing
- A 9) If you are using a three-compartment sink for cleaning and sanitizing, the second sink is used for?
- a) Rinsing
 - b) Scraping
 - c) Washing
 - d) Sanitizing
- B 10) What is the proper method for cleaning and sanitizing stationary equipment?
- a) Spray with a strong cleaning solution and wipe with a sanitized cloth
 - b) Spray with a sanitizing solution, then rinse with clean water and dry
 - c) Wash and rinse, then wipe or spray with a chemical-sanitizing solution
 - d) Brush off loose soil with a clean cloth, then wipe with a sanitizing solution

Cashier Test

Score / 15

78%

- B 1) A roll of quarters is worth?
a) \$5.00
b) \$10.00
c) \$15.00
d) \$20.00
- A 2) A roll of dimes is worth?
a) \$5.00
b) \$4.00
c) \$3.00
d) \$2.00
- D 3) A roll of nickels is worth?
a) \$8.00
b) \$6.00
c) \$4.00
d) \$2.00
- C 4) A roll of pennies is worth?
a) \$1.00
b) \$0.75
c) \$0.50
d) \$0.25
- C 5) What does POS stand for?
a) Patience over standards
b) Percentage of sales
c) Point of sales
d) People over service
- ~~X~~ 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?
a) \$4.06
b) \$2.06
c) \$7.06
d) \$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?
a) \$19.50
b) \$14.50
c) \$9.50
d) \$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?
a) \$6.00
b) \$8.00
c) \$10.00
d) \$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?
a) \$78.50
b) \$58.50
c) \$38.50
d) \$28.50

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? CDL OR CIO

15) How many \$20 bills are in a bank band? 25 50/100