

## 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 Ira Maurice Mitchell Date: 8/24/2016  
 Home Telephone ( ) \_\_\_\_\_ Other Telephone (415) 286-2929  
 Present Address 291 10th Street  
 Permanent Address, if different from present address: \_\_\_\_\_  
 Email Address iranimrod17@gmail.com

### EMPLOYMENT DESIRED

Position applying for: "Open" Salary desired: \$15.00 - Above  
 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? 8/25/2016

**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.**

<u>SPECIFY HOURS AVAILABLE DAILY</u>	<u>SUNDAY</u>	<u>MONDAY</u>	<u>TUESDAY</u>	<u>WEDNESDAY</u>	<u>THURSDAY</u>	<u>FRIDAY</u>	<u>SATURDAY</u>
AM	6.A.M	5.A.M					6.A.M
PM	6.PM	6:30p.m					6.P.M
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? Yes ☒ No \_\_\_\_\_

# Acrobat

outsourcing  
Your Hospitality Staffing Professionals

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

Your Position and Duties \_\_\_\_\_

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

Reason for Leaving: \_\_\_\_\_

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

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

Your Position and Duties \_\_\_\_\_

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? 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: Penny Dale Telephone No. (816) 522-7944

Address: 2603 E 28<sup>th</sup> Street

Occupation: Owner of Daycare Relationship: friend Number of Years Acquainted: 10

Name: Cladette Henderson Telephone No. (816) 678-1531

Address: 1101 Locust

Occupation: KC Police Dept. Relationship: friend Number of Years Acquainted: 8

Name: Salahudin Akbar Telephone No. (415) 592-2891

Address: 150 Golden Gate Avenue

Occupation: Program Manager Relationship: friend Number of Years Acquainted: 13

# Ira M. Mitchell

291 10<sup>th</sup> Street, San Francisco, CA 94103

Phone: (415)286-2929 ▪ Email: iranimrod117@gmail.com

2016

Acrobat Outsourcing  
665 3rd St #415  
San Francisco, CA 94107

Dear Hiring Manager,

I would like very much to be considered for the position of a laborer at your organization. I feel very strongly that my background and experience would make me a perfect fit for this role.

I am an experienced general laborer with over eight years accumulating skills. I would like to apply for the open slot at your company. I have the most important talent you need in a general laborer the ability to adapt and learn quickly. To me being a general laborer means be able to do a range of different things – often at the same time.

My job as a general laborer is to work with my team and make sure every level of the operation runs smoothly and safely. I can promise when working on your projects I will always apply the best to every task. I will support and coordinate with fellow team members at every site learning and adapting to situations as needed. I come equipped with my own set of tools for timely and efficient disassembly and assembly of larger pieces of equipment. I make sure that I operate all devices in a safe manner in order not to damage any properties involved. My proudest moments are when I hear that our customers are not only pleased but thoroughly satisfied with every aspect of the operation.

I am attaching a copy of my resume for your review and am looking forward for an opportunity to meet with you personally to discuss my background in greater depth and how my skills and experience can be a benefit to your organization. I look forward to hearing from you.

Sincerely,

Ira M. Mitchell

Enc. resume

# Ira M. Mitchell

291 10<sup>th</sup> Street, San Francisco, CA 94103

Phone: (415) 286-2929 ▪ Email:iranimrod117@gmail.com

**OBJECTIVE:** A position in general labor

## **SUMMARY OF QUALIFICATIONS:**

- 8+ years of experience moving residential and commercial furniture and equipment.
- Ability to safely lift and maneuver heavy objects, both physically and with the aid of mechanical assistive devices.
- Maintains a professional attitude at all times.
- Ensures and enforces all safety procedures.
- Accustomed to work in a fast independent manner.
- Fosters teamwork always by taking initiative and a willingness to pitch-in to help others.

## **Residential & Commercial Moving Experience:**

- Responsible for moving furniture in various parts of the US, some particular to the San Francisco Bay area.
- Provided exceptional customer service safely moving, packing and unpacking customer belongings.
- Greeted customers cordially upon arriving at the specified location and completed walk-throughs of the premises.
- Communicated always in a professional manner, both verbally and in writing.
- Comfortably interface with customers throughout the entire move.
- Assisted drivers with truck inspections and moving equipment inventory.
- Shared responsibility with the drivers in accurately completing paperwork and payment collection.
- Operated all warehouse equipment in a safe manner.
- Handled all inventory in a manner that reduced exposure to damage.
- Loaded material into vehicles and installed strapping, bracing, or padding to prevent shifting or damage in transit.
- Packaged inventory neatly and systematically in preparation for moving.

## **Kitchen & Prep Cooking Experience:**

- Washed, cut, and prepared foods designated for cooking.
- Measured ingredients required for specific food items being prepared.
- Operate large-volume cooking equipment in a cautious and safe manner at all times.
- Took customers' orders and served patrons at counters or tables.
- Verified food met quality and quantity expectations.
- Cooked the exact number of items ordered by each customer, working on several different orders simultaneously.
- Cleaned food preparation areas, cooking surfaces, and all kitchen equipment and utensils on an as-you-go basis.
- Cleaned, stocked, and restocked workstations and display cases as needed.

## **RELATED EMPLOYMENT HISTORY:**

St. Anthony Foundation	Kitchen Worker	12/2015 – present
Gates BBQ	Food prep	9/2015 – 11/2015
All My Sons Moving & Storage	Mover	5/2015 – 9/2015
All My Sons Moving & Storage	Mover	2010 – 2012
Mayflower Moving Company	Mover	2004 – 2009

## **EDUCATION:**

**GED / HSE:** Missouri Department of Elementary & Secondary Education, Jefferson City, MO

**AA, Culinary Arts:** City College of San Francisco, San Francisco, CA



University of California  
San Francisco (UCSF)



PRISCILLA CHAN AND MARK ZUCKERBERG  
SAN FRANCISCO GENERAL  
Hospital and Trauma Center

Department of Medicine  
Division of Cardiology

Date: 9/1/14

Peter Ganz, MD  
Chief, Division of Cardiology  
Maurice Eliaser, Jr.  
Distinguished Professor of  
Medicine

Neal Benowitz, MD  
Ann Bolger, MD  
Melvin D. Cheitlin, MD  
John Chorba, MD  
Nora Goldschlager, MD  
Mary Gray, MD  
Priscilla Hsue, MD  
Dhruv Kazi, MD  
John MacGregor, MD, PhD  
Binh An P. Phan, MD  
David D. Waters, MD

Jenny Fowler, MPA  
Division Manager

San Francisco General Hospital  
1001 Potrero Avenue, Room 5G1  
Box 0846  
San Francisco, CA 94110  
Tel: 415/206-8315  
Fax: 415/206-5447

To Whom It May Concern:

Patient IRA MITCHELL attended an  
OFFICE VISIT test on 9/1/14

Please contact the Cardiology Lab if you have any questions or  
need additional information.

CONTACT: AUCE LEE  
(415) 206-5330

Cardiology Lab  
San Francisco General Hospital  
(628) 206-8315

Thank you,  
Karla Iñiguez-Zarate

Karla Iñiguez-Zarate  
Administrative Assistant at Division of Cardiology  
University California San Francisco  
San Francisco General Hospital  
Building 25, HB2  
Desk: 628.206.8385  
Fax: 415.206.5100  
Email: [iniguez@medsfgh.ucsf.edu](mailto:iniguez@medsfgh.ucsf.edu)

Multiple Choice (1 point each)

56 1) A gallon is equal to \_\_\_\_\_ ounces

- a. 56
- b. 145
- c. 32
- ☒ d. 128

A 2) Mesclun are what type of vegetable?

- a. Roots
- b. Beans
- ☒ c. Salad Greens
- d. Spices

A 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

b 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

A 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

C 6) Which of the following ingredients would you pack before measuring?

- a. Olive Oil
- b. Salt
- c. Brown Sugar
- d. White Sugar

d 7) What is Al Dente?

- ☒ a. Firm but not hard
- b. Soft to the touch
- c. Very hard
- d. Very soft

C 8) Food should be left out no more than

- a. 2 hours
- b. 3 hours
- c. 4 hours
- d. 5 hours

55%

## Prep Cooks Test

d 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

A 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) ? & ? are the basic seasoning ingredients for all savory recipes.

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

**Multiple Choice Test** (1 point each)

- A 1) How much time should you take to wash your hands with soap?
- a) 1 minute
  - ☒ b) 20 seconds
  - c) Time does not matter, water temperature does
  - d) 5 minutes
- d 2) The recommended temperature for your refrigerator is...
- a) 45°F
  - b) 50°F
  - ☒ c) 40°F
  - d) 20°F
- d 3) Food handlers must always wash their hands
- a) Before starting work
  - b) Switching between handling raw and ready-to-eat food
  - c) After going to the restrooms
  - d) All of the above
- d 4) The most important reason for having food handlers wear hair restraints is to
- a) Prevent food from getting into food handlers' hair
  - ☒ b) Prevent food handlers from contaminating their hands by touching their hair
  - c) Keep the food handlers' hair in place
  - d) None of the above
- C 5) Which of these conditions requires immediate corrective action?
- a) Packaged food items are stored at least 6 inches above the floor
  - b) Ice is being used to cool beef stew in a shallow pan
  - c) Raw meats are stored on a shelf above ready-to-eat egg salad in the walk-in cooler
  - d) Raw fish is stored above raw chicken in the walk-in freezer
- C 6) Bacteria grow best in the temperature "danger zone" which includes temperatures between?
- a) 0°F and 100°F
  - b) 32°F and 220°F
  - c) 41°F and 135°F
  - d) 39°F and 178°F
- d 7) After cutting raw chicken, what should be done before the cutting board is used for slicing onions for salad?
- a) Clean the cutting board with a wet wiping cloth
  - b) Turn the board over and use the other side
  - c) Rinse the board with running water
  - d) Wash, rinse, and sanitize the board prior to slicing the onions
- b 8) Which of the following is NOT an approved method to thaw potentially hazardous foods?
- a) In a microwave oven
  - b) During the cooking process
  - c) Under cool running water
  - d) On a clean counter, at room temperature
- C 9) Wiping cloths stored submerged in a bucket of sanitizing solution are for:
- a) Wiping spills only
  - b) Washing hands if the hand sinks are too far away
  - ☒ c) Sanitizing the blade of utensils such as knives
  - d) Maintaining moisture on the wiping cloth



## Grill Cooks Test

B 19) Which of the following best describes the process of Caramelization?

- a) To cook quickly in a pan on top of the stove until food is browned
- b) Process through which natural sugars in food become browned and flavorful while cooking
- c) Cooking method by which food is browned in fat, then cooked, tightly covered, in liquid at low heat
- d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

C 20) What temperature should chicken be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

C 21) What temperature should ALL ground meat be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

B 22) What temperature should fish be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

? 23) What is a roux and what is it used for? (2 points)

?

? 24) What is the process of making clarified butter, and why is clarified butter used? (3 points)

?

? 25) What are the 5 mother sauces? (5 points)

- 1.
- 2.
- 3.
- 4.
- 5.

?

? 26) What does it mean to season a grill and why is this process important? (3 points)

?

? 27) What are the ingredients in Hollandaise sauce? (5 points)

?