



Acrobat
outsourcing

4/13 9/20

New Employee Checklist

Name: Victoria McPherson

Date: 8/31/2016

Position: 760-403-9785 ↘

Phone Number: Cart Att ↘

GCC: ☐ **Complete** Notice to Employee: ☐ **Complete**

I9 Page #1: ☐ **Complete**

Taborca Onboarding: ☐ **Complete**

Jobvite: ☐ **Complete**

I9 Page #2: ☒ **Complete**

E-verify #: ☒ **Complete** 2016245150120JN

Background Check #: ☒ **Complete** 93352630

Orientation Date: _____

Jobvite update: ☐ **Complete**

Signature: _____ Completion Date: _____

Cart #15
fo.

Victoria J McPherson
15774 Sueno Lane #6 Victorville, CA 92394
760-221-0426
victoria.mcpherson@gmail.com

OBJECTIVE

I am seeking a position within an organization that will effectively utilize my experience, in addition to growth and new challenges.

Professional Experience

2015 – Present

- **Pilot J / Cinnabon**
 - Cashier for both Cinnabon and the Flying J Fuel Line
 - Maintain an accurate count of the cash drawer
 - Close out register at the end of my shift
 - Prepare register for the next shift

2014-2015

- **Chevron Extra Mile**
 - Cashier
 - Followed store safety procedures
 - Maintained sanitary working conditions
 - Stocked supplies
- **Wal-Mart Supercenter**
 - Seasonal Cashier
- **Golden Corral**
 - Cashier
 - Host
 - Cleaned restaurant during closing

2010-2012

- Volunteered with the youth softball, football and cheer team in my area.

Education

2013-2014

- Victor Valley College, Victorville, CA

2009-2013

- Silverado High School, Victorville, CA - Graduated 2013

Achievements:

- Academic Honor Roll 2012-2013
- Played on high school softball team
- Employee of the month at Chevron Extra Mile.

Computer Skills:

Proficient with Microsoft word, excel, PowerPoint and the internet.

CALIFORNIA USA

IDENTIFICATION CARD

ID F4839085

EXP 02/12/2021
DOB 02/12/1995
AGE 21 IN 2016

1A MCPHERSON
FN VICTORIA JASMINE
11668 VILLA ST
SAN ANTONIO, CA 92301
SEX F
HAIR BRN EYES BRN
HGT 5'06" WGT 172 lb
ISS 11/12/2015
DD 11/12/201562946/AAFD/21

SOCIAL SECURITY

610-80-5219

THIS NUMBER HAS BEEN ESTABLISHED FOR
VICTORIA JASMINE
MC PHERSON

Victoria McPherson
SIGNATURE

USA 09/16/2008

GLOBAL CASH CARD FORM

New

Replacement

Cancel



Today's Date

08 - 31 - 2016

Last Name

McPherson

First Name

VICTORIA

MI

J

Address

15774 SUCNO Ln A1

Apartment #

6

City

VICTORVILLE

State

CA

Zip Code

92394

Social Security Number

610 - 80 - 8219

Date of Birth

02 - 12 - 1995

INFORMATION TO BE COMPLETED BY ACROBAT REPRESENTATIVE ISSUING CARD
INCLUDE A PHOTOCOPY OF THE CARD WITH THIS FORM:

ACCOUNT NUMBER (16-digits)

4853 - 4001 - 8560 - 2648

Branch Office:

Completed By:

K. Meyer

Global Cash Card | 7 Corporate Park, Suite 130 | Irvine, CA 92606 | CSR: 1-888-220-4477

Payroll Statements can be viewed online at: www.globalcashcard.com

I hereby release Acrobat Outsourcing the following information to establish my Global Cash Card account and enroll into an automatic payroll deposit. I authorize Acrobat Outsourcing to debit/credit my account. I have verified my information above and understand that any cash card charges incurred are my responsibility. I agree to the terms and conditions under which Global Cash Card Prepaid ATM Card is issued.

Please agree to the following:

☒ By selecting this check box, you have agreed to the following statement: I authorize my employer, or its service or payroll provider, and the specified bank to deposit my net pay or portion thereof, as indicated, into my account each pay date. If funds to which I am not entitled are deposited into my account, I authorize my employer, or its service or payroll provider, to direct the bank to return said funds to my employer, or its service or payroll provider. I understand that my deposit may not be credited to my account until 5:00 PM on the pay date indicated on the check voucher. I understand that it is my responsibility to ensure that my wages are being deposited correctly into my account each pay date.

I also acknowledge it is my responsibility to enter the correct **Bank Transit Number and Account Number** as to where I want my payroll funds deposited. I understand that if I enter incorrect information that it may delay or prevent my payroll funds being deposited to my accounts. I also acknowledge that any **Bank Transit Number that begins with the number 5 is NOT a valid Bank Transit Number and WILL** prevent my payroll funds from being deposited into my account. I understand that when Payroll receives the funds back through the banking system it will be paid on the next available pay date.

Print Name

Employee Signature

Date

[Signature]

[Signature]

08-29-16

NOTICE TO EMPLOYEE*Labor Code section 2810.5***EMPLOYEE**

Employee Name: Victoria McPherson
Start Date: 8/31/2016

EMPLOYER

Legal Name of Hiring Employer: S.E Scher

Is hiring employer a staffing agency/business (e.g., Temporary Services Agency; Employee Leasing Company; or Professional Employer Organization [PEO])? ☐ Yes ☐ No

Other Names Hiring Employer is "doing business as" (if applicable):
Acrobat Outsourcing

Physical Address of Hiring Employer's Main Office:
665 Third St. Suite 415, San Francisco, CA. 94107

Hiring Employer's Mailing Address (if different than above):

Hiring Employer's Telephone Number: 415-431-8826

If the hiring employer is a staffing agency/business (above box checked "Yes"), the following is the other entity for whom this employee will perform work:

Name: _____

Physical Address of Main Office: _____

Mailing Address: _____

Telephone Number: _____

WAGE INFORMATION

Rate(s) of Pay: \$10 Overtime Rate(s) of Pay: \$15

Rate by (check box): ☒ Hour ☐ Shift ☐ Day ☒ Week ☐ Salary ☐ Piece rate ☐ Commission

☐ Other (provide specifics): _____

Does a written agreement exist providing the rate(s) of pay? (check box) ☐ Yes ☐ No

If yes, are all rate(s) of pay and bases thereof contained in that written agreement? ☐ Yes ☐ No

Allowances, if any, claimed as part of minimum wage (including meal or lodging allowances):

(If the employee has signed the acknowledgment of receipt below, it does not constitute a "voluntary written agreement" as required under the law between the employer and employee in order to credit any meals or lodging against the minimum wage. Any such voluntary written agreement must be evidenced by a separate document.)

Regular Payday: FRIDAY