

Texas

USA
TX

UNDER 21
DRIVER LICENSE



UNDER 21 UNTIL
06/28/2012

9 Class C

44 DL 35995912
3 DOB 06/28/1991

Stephen Phillip Guillory

44 Iss 05/15/2012 44 Exp 06/28/2018

1 GUILLORY
2 STEPHEN PHILLIP

610951 HUFFMASTER RD #1106
HOUSTON TX 77065-0906

12 Restrictions NONE 3a End NONE
16 Hgt 5-06 18 Sex M 18 Eyes BRO
5 DD 06210280059155367595

SOCIAL SECURITY

629-34-1246

THIS NUMBER HAS BEEN ESTABLISHED FOR

STEPHEN PHILLIP GUILLORY

Stephen P. Guillory
SIGNATURE

Acrobat

outsourcing

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

First and Last Name: Stephen Guillory
Email: Steve.4522@gmail.com
Phone number: 346-300-8789

Working Experience:

Company Name: Walmart
Dates of Employment: 10/14 3/16
Job Responsibility:

- - I.C.S
- - Inventory
- -

Company Name: Kingwood Hospital
Dates of Employment: 3/15 11/15
Job Responsibility:

- - House Keeping
- -
- -
- -

Company Name: Advance Auto Parts
Dates of Employment: 2/14 10/14
Job Responsibility:

- - Auto part delivery
- - Parts Pro driver
- -
- -

Skills

- - welding
- -
- -
- -

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 Stephen Guillory Date: 9/12/16
 Home Telephone (346) 300-8787 Other Telephone (281) 235-8674
 Present Address 13100 Stonefield dr #1414 Houston TX 77014
 Permanent Address, if different from present address: _____
 Email Address Steve.YS22@gmail.com

EMPLOYMENT DESIRED

Position applying for: House Keeping Salary desired: 11.00
 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? A.S.A.P.

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 | 8 AM | 8 AM | 8 AM | 8 AM | 8 AM | 8 AM | 8 AM |
| PM | 10 pm | 6 pm | 6 pm | 6 pm | 6 pm | 6 pm | open |

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

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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? |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------------|-------------------|
| CY-Woods Highschool | Cypress TX | 12 | Yes |
| Tulsa Welding Center | Houston TX | 1 | 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: | | | |

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 Walmart

Type of Business Store Telephone No. (281) 441-2209 Supervisor's Name Rodrick Johnson

Your Position and Duties I.C.S. / Inventory

Dates of Employment: From 10/14 To 3/16 Weekly Pay: Starting 8.50 Ending 11.50

Reason for Leaving: got to be too far of a drive

Name and Address of Employer Kingwood Hospital

Type of Business Hospital Telephone No. (281) 348-8000 Supervisor's Name Dewayne

Your Position and Duties House Keeping

Dates of Employment: From 3/15 To 11/15 Weekly Pay: Starting 9.50 Ending 9.50

Reason for Leaving: not enough pay

Name and Address of Employer Advance Auto Parts

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Type of Business Part store

Telephone No. (281) 469-8632 Supervisor's Name Mario

Your Position and Duties Parts Pro driver

Dates of Employment: From 3/14 To 10/14 Weekly Pay: Starting 9.50 Ending 9.50

Reason for Leaving: Had two jobs

Name and Address of Employer Home depot

Type of Business Store Telephone No. (281) 807-5128 Supervisor's Name Scan

Your Position and Duties Garden worker

Dates of Employment: From 2/14 To 7/14 Weekly Pay: Starting 8.50 Ending 8.50

Reason for Leaving: Had two jobs

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: Stephaine Palm Telephone No. (281) 235-8674

Address 13100 Stonefield dr Houston TX 77014

Occupation: _____ Relationship: Friend/Exboss Number of Years Acquainted: 15

Name: Wesley Thomas Telephone No. (832) 603-3597

Address 20634 bishops gate lane Humble TX 77338

Occupation: Manager @ fantasy Relationship: Friend/Exboss Number of Years Acquainted: _____

Name: Lenora Gonzales Telephone No. (832) 322-0916

Address: _____

Occupation: Toll road clerk Relationship: Friend Number of Years Acquainted: 5

Please Read Carefully, Initial Each Paragraph and Sign Below

S.G

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.

S.G

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.

S.G

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.

S.G

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.

S.G

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

Stephen P. Galloway

Date

9/12/16

Housekeeping Test

1. During which of the following situation(s) should you wear gloves?
 - a) When handling disinfectant solutions
 - b) When cleaning guest rooms
 - c) When handling soiled linen
 - d) When handling or disposing of waste
 - e) All of the above
2. Which of the following should be cleaned daily?
 - a) Chairs, lamps, and tables
 - b) Tabletops, bed, and handrails
 - c) Grab bars, light, tops of doors and counters
 - d) Floors, sinks, toilets, and latrines
 - e) All of the above
3. True or False: You do not need to use a separate cloth for cleaning bathrooms. F
4. True or False: Dusting is most commonly used for cleaning walls, ceiling, doors, windows and furniture. T
5. Should the following be cleaned daily or weekly? Circle one.
 - a) Floors Daily/ Weekly
 - b) Toilets and latrines Daily/ Weekly
 - c) Carpets in guest rooms Daily/ Weekly
 - d) Carpets in offices Daily/ Weekly
 - e) Soiled linen Daily/ Weekly
6. The best way to clean the floors:
 - a) Scrubbing
 - b) Dry sweeping and dusting
 - c) Sweeping, mopping and dusting
 - d) Wet mopping
7. What should 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 up immediately
 - d) Not sure
8. The proper procedure for cleaning spills of blood and other body fluids is:
 - a) Wearing gloves, clean with cloth soaked in chlorine solution and follow up with disinfectant solution
 - b) Find the janitor on- duty and ask him to clean it up
 - c) Grab whatever is closest and wipe up immediately, then mark "Biohazard"
 - d) Nothing
9. What do you do if you encounter with bed bugs in a guest room?

Notify Manager / exit the guest room
10. What do you do if you find Lost and Found items in a guest rooms?

Turn item into manager / fill up a Lost and found slip and inform your supervisor.
11. Describe the difference between a disinfectant and a cleaning solution?

Cleaning Solution / used for cleaning and scrubbing
disinfectant // used for wipe downs and hands.

Interview Note Sheet

Applicant Information

| | |
|-----------------------------------------------|-------------------------------------|
| Name: <u>Stephen Guillory</u> | Interviewer: <u>Carrie</u> |
| Date: <u>9/13/14</u> | Rate of Pay: |
| Position (s) Applied for: <u>Housekeeping</u> | Referred by: <u>James Rodriguez</u> |

Test Scores

| | | | | | |
|------------|-----|---|--------------|-------|---|
| Server | /35 | % | Bartender | /35 | % |
| Prep Cook | /20 | % | Barista | /15 | % |
| Grill Cook | /40 | % | Cashier | /15 | % |
| Dishwasher | /10 | % | Housekeeping | 8 /16 | % |

Seeking:

Full-Time

Part-Time

Relevant Experience & Summary of Strengths

Total of 1 year in Food Service/Hospitality

Open to other things

- dishwashing
- cashiering
- willing to get table or FHC

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 | <u>N Houston</u> |

Certifications (if any)

TiPS Serv-Safe LEAD Other _____ Will Submit

Availability

Open AM only PM only Weekdays only Weekends only
 Details: Open to AM, PM, Weekdays, Weekends

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: |
|---------------------------------------------------------|-----------------------|-------------------------|