

# 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 Erica Raychelle Rylander Date: 9-13-16  
Home Telephone 832) 267-6604 Other Telephone (       )  
Present Address 10826 Overton DR, Houston TX 77089  
Permanent Address, if different from present address: \_\_\_\_\_  
Email Address \_\_\_\_\_

### EMPLOYMENT DESIRED

Position applying for: Cook Salary desired: 12.00

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 Anthony Rylander 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? 9-14-16

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	6:00	6:00	6:00	6:00	6:00	6:00	6:00
PM	2:30	7:30	2:30	2:30	2:30	2:30	2:30

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

Anthony Rylander

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.)

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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?
milby High	Houston TX	GED	
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 \_\_\_\_\_

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

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

Dates of Employment: From Aug To Jan Weekly Pay: Starting \$17.00 Ending 12.50

Reason for Leaving: my son was getting into a lot of trouble and couldn't continue working late in

Name and Address of Employer Baybrook Mall

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

Your Position and Duties Cook, cooked and prepared daily meals

Dates of Employment: From Jan 2013 To Aug 2015 Weekly Pay: Starting \$11.00 Ending \$13.94

Reason for Leaving: to try and start my own business

Name and Address of Employer Sodexo - Memorial Hermann Southeast

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Type of Business Hospital - Kitchen Telephone No. (281) 979-4188 Supervisor's Name Steven Cantu

Your Position and Duties Cook, cooked for patients, doctors and  
cooked for the cafe

Dates of Employment: From 2003 To 2013 Weekly Pay: Starting 8.00 Ending \$12.00

Reason for Leaving: to work at hospital with benefits and insurance

Name and Address of Employer Shade - 250 w/19th Street

Type of Business Restaurant Telephone No. (713) 863-7500 Supervisor's Name Greg Bee Bee

Your Position and Duties Grill Cook -  
cooked and came up with my own daily specials

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: Liz Brooks Telephone No. (713) 632-4586

Address \_\_\_\_\_

Occupation: Chef Relationship: Friend Number of Years Acquainted: 15

Name: Glaine Smith Telephone No. (281) 685-0488

Address \_\_\_\_\_

Occupation: OWNER and Chef Relationship: Friend Number of Years Acquainted: 16

Name: Randy Telephone No. (281) 282-9729

Address Baybrook Mall

Occupation: Sous Chef Relationship: Friend Number of Years Acquainted: 1



**Please Read Carefully, Initial Each Paragraph and Sign Below**

E.R.

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.

E.R.

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.

F.R.

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.

F.R.

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.

F.R.

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 9-13-16

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665 Third St., Suite 415 • San Francisco, CA 94107

First and Last Name: Erica Rylander  
Email: \_\_\_\_\_  
Phone number: 832-267-6604

Working Experience:

Company Name: Maggiano's

Dates of Employment: Aug to Jan

Job Responsibility: Cook and grilled Steaks  
and Fish

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Company Name: Sodexo

Dates of Employment: Jan to Aug 2013

Job Responsibility: Cook and grilled  
different Foods.  
Prepared Food for the patients and doctors

Company Name: Shade

Dates of Employment: 2003 - 2013

Job Responsibility: Cooked & prepared different  
Foods and vegetables. Came up  
with my own daily sales

Skills Cook any Food and can Follow  
and Recipe. Good Knife Skills

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## Interview Note Sheet

### Applicant Information

Name: <u>Erica Rylander</u>	Interviewer: <u>Carrie</u>
Date: <u>9/13/18</u>	Rate of Pay:
Position (s) Applied for: <u>Cook</u>	Referred by: <u>Anthony Rylander</u>

### Test Scores

Server	/35	%	Bartender	/35	%
Prep Cook	/20	%	Barista	/15	%
Grill Cook	<u>30</u> /40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:

Full-Time

Part-Time

### Relevant Experience & Summary of Strengths

Total of 20 years in Food Service/Hospitality

- will renew FFC if expired
- first learner, can cook and prep everything
- listens very well

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

SE Houston

### Certifications (if any)

TiPS

Serv-Safe

LEAD

Other FFC

Will Submit

### Availability

Open

AM only

PM only

Weekdays only

Weekends only

Details:

Prefer mornings if possible.

### 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:

**Grill Cooks Test**

Score 39 / 40

Multiple Choice Test (1 point each)

1 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

2 2) The recommended temperature for your refrigerator is...

- a) 45°F
- b) 50°F
- c) 40°F
- d) 20°F

3 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

4 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

5 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

6 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

7 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

8 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

9 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**

C 10) Food-handling gloves must be changed frequently and also:

- a) After handling garbage
- b) After every break
- c) After picking things up off the floor
- d) Between handling raw and cooked foods
- e) All of the above

C 11) A Julienne is:

- a) to cut food into 1 inch X 1 inch cubes
- b) A cooking method using high heat
- c) To cut food into 1/8 X 1/8 slices
- d) A rough cutting method producing oblong shapes

d 12) A gallon is equal to \_\_\_\_\_ ounces

- a) 56
- b) 145
- c) 32
- d) 128

Bd 13) How many cups are in a quart?

- a) 2
- b) 4
- c) 6
- d) 8



a 14) A Chiffonade is:

- a) To slice an herb or leafy vegetable into thin ribbons
- b) To de bone a fish
- c) Another name for parchment paper
- d) To cook food in liquid, or at just below the boiling point

b 15) Potentially hazardous hot foods must be maintained at an internal temperature of \_\_\_\_\_ or higher to be safe

- a) 145° F
- b) 135° F
- c) 160° F
- d) 180° F

C 16) Which of the following explains the process of poaching?

- a) Poke poultry on the thickest part in order to make sure it's tender
- b) To cook food in an oven that has reached 350° F
- c) Cook gently in water that is hot but not boiling (160°-180°)
- d) Submerge protein in boiling liquid to speed cooking time

C 17) If a recipe calls for 16oz of mirepoix, how many ounces of onion, celery, and carrots do you need?

- a) 8 oz of celery, 4 oz of onion, 4 oz of carrot
- b) 4 oz of celery, 8 oz of carrot, 4 oz of onion
- c) 4 oz of celery, 8 oz of onion, 4 oz of carrot
- d) 2 oz of celery, 10 oz of carrot, 2 oz of onion

C 18) Which of the following best describes braising?

- 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

**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

b ✓ 21) What temperature should ALL ground meat be cooked to?  
a) 145°F  
b) 155°F  
c) 165°F  
d) 175°F

a ✓ 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)

a Roux is flour and butter or oil mixed together and cooked on low heat.

Gumbo

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

Put butter in a pot ~~over~~ cook on low heat

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

1. Beef
2. Chicken
3. MARINARA
4. Cream Sauce
5. Hollandaise

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

Season to soft it up and it

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

clarified butter, EGGS