

# Interview Note Sheet

Applicant Information	
Name: <u>Arin Kutey</u>	Interviewer: <u>Jefferson</u>
Date: <u>10/19/2016</u>	Rate of Pay: <u>15 Stage</u>
Position (s) Applied for: <u>Cook @ DBX</u>	Referred by: <u>Andres Matilla</u>

Test Scores					
Server	/35	%	Bartender	/30	%
X Prep Cook	/15	%	Barista	/10	%
Y Grill Cook	/40	%	Cashier	/10	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:

Full-Time

Part-Time

## Relevant Experience & Summary of Strengths

Baking & Pastry: ————— → Total of 5+ in Food Service/Hospitality  
DBX Stage on 10/19/2016

open to learning new things

Flexible, Passionate & willing...

P.O.S. Experience: Y / N details: N/A

## 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

## Certifications (if any)

TIPS

Serv-Safe 2016

LEAD

Other

Will Submit

## Availability

Open

AM only

PM only

Weekdays only

Weekends only

Details:

## 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:



## 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 Arim Kutey Date: 10/19/16  
 Home Telephone (518) 573 4078 Other Telephone ( ) N/A  
 Present Address 448 BELLEVUE AVE. DALY CITY, CA 94014  
 Permanent Address, if different from present address: \_\_\_\_\_  
 Email Address AMKUTEY@gmail.com

### EMPLOYMENT DESIRED

Position applying for: \_\_\_\_\_ Salary desired: \$18/hr

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 Andres Matillano 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? TBD

*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>any time</u>	<u>any time</u>	<u>any time</u>	<u>any time</u>	<u>anytime</u>	
PM							

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

Andres Matillano; friend/co-worker

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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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?
Johnson & Wales Univ.	Providence, RI	Bachelors in Baking & Pastry	yes
Do you have any special licenses, certificates or special training? If so please list under "Special".		<u>YES</u>	NO
Are you computer literate? If so, list software knowledge under "Special."		<u>YES</u>	NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		YES	<u>NO</u>
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."		<u>YES</u>	NO
Special: Studied at ENSP in France for a specialized 2month pastry program. Proficient in word, excel, powerpoint etc.			

## 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 All Spice Restaurant 1101 El Camino Real, San Mateo, CA

Type of Business Restaurant Telephone No. ( ) Supervisor's Name Sachin Chopra

Your Position and Duties Pastry Chef: responsible for menu design, production of all pastry desserts & their components; works dinner service & plates all desserts for dining room.

Dates of Employment: From 6/16 To present Weekly Pay: Starting \$18/hr Ending N/A

Reason for Leaving: N/A

Name and Address of Employer 1760 Restaurant 1760 Polk St., San Francisco, CA

Type of Business Restaurant Telephone No. ( ) Supervisor's Name Carl Foronda

Your Position and Duties Pastry Chef: responsible for brunch & pastry desserts, all breads, dinner desserts & menu changes; training of pastry line cooks

Dates of Employment: From 3/15 To 5/16 Weekly Pay: Starting \$13/hr Ending \$14/hr

Reason for Leaving: pay was not increased after promotion; pay was not consistent w/ job title

Name and Address of Employer Le Marais Bakery Chestnut St. San Francisco & task

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Your Hospitality Staffing Professionals

Type of Business Bakery/Bistro Telephone No. ( ) Supervisor's Name Jennifer Felton

Your Position and Duties Pastry Cook: ~~prepare~~ producing french pastries & setting up pastry case each morning ~~at the~~

Dates of Employment: From 11/14 To 3/15 Weekly Pay: Starting \$13/hr Ending \$13/hr

Reason for Leaving: hours were cut due to labor costs

Name and Address of Employer The Ahwahnee Hotel Yosemite, CA

Type of Business hotel Telephone No. ( ) Supervisor's Name Paul Padua

Your Position and Duties Pastry Cook: worked breakfast, lunch, & dinner shifts plating desserts; worked production shifts making all components for dining room desserts, brunch items, etc.

Dates of Employment: From 12/12 To 11/14 Weekly Pay: Starting \$11.75/hr Ending \$12.75/hr

Reason for Leaving: moved to San Francisco

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: Nikolas Mastalerz Telephone No. (415) 369 0016

Address Daly City, CA

Occupation: Pastry Chef Relationship: personal friend Number of Years Acquainted: 7

Name: Jennifer Felton Telephone No. (718) 916 4759

Address   

Occupation: Pastry Chef Relationship: former supervisor Number of Years Acquainted: 1+

Name: Andres Matillano Telephone No. (415) 722 5318

Address Daly City, CA

Occupation: Pastry Cook / Chef Relationship: former coworker Number of Years Acquainted: 2



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

ak 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.

ak 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.

ak 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.

ak 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.

ak 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 Quin M. Lutz Date 10/10/16

Multiple Choice (1 point each)

- d. 1) A gallon is equal to \_\_\_\_\_ ounces
- a. 56
  - b. 145
  - c. 32
  - d. 128
- c. 2) Mesclun are what type of vegetable?
- a. Roots
  - b. Beans
  - c. Salad Greens
  - d. Spices
- b. 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
- a. 7) What is Al Dente?
- a. Firm but not hard
  - b. Soft to the touch
  - c. Very hard
  - d. Very soft
- a. 8) Food should be left out no more than
- a. 2 hours
  - b. 3 hours
  - c. 4 hours
  - d. 5 hours

## Prep Cooks Test

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- C - D 9) Which is the improper way to thaw frozen food?
- a. In the fridge
  - b. In a sink with cold water
  - c. On the counter
  - d. In the microwave
- A 10) Which of the following can you use to put out a grease fire?
- a. Baking Soda
  - b. Baking Powder
  - c. Flour
  - d. Water
- B 11) What is the temperature range of the danger zone?
- a. 25-135
  - b. 40-140
  - c. 50-160
  - d. 30-130
- D 12) Which of the following is listed from smallest to largest?
- a. Dice, chop, mince
  - b. Mince, chop, dice
  - c. Chop, dice, Mince
  - d. Mince, dice, chop
- C 13) Which direction should pan handles be turned while cooking on the stove?
- a. Over the fire at all times
  - b. Turned towards you for better control
  - c. Turned towards the right or left at all times
  - d. Over the countertop at all times
- C 14) When you poach something, you cook it with what?
- a. Noodles
  - b. Vegetables
  - c. Liquid
  - d. Oil
- A 15) Which spoon is used to remove fat from soups and stews
- a. Basting Spoon
  - b. Ladle
  - c. Slotted Spoon
  - d. Portion Spoon
- B 16) Which of the following means to cook in a small amount of fat?
- a. Season
  - b. Sauté
  - c. Broil
  - d. Boil
  - e. Fry



## Prep Cooks Test

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a. 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

c. 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) salt & pepper are the basic seasoning ingredients for all savory recipes.

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



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

- b. 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
- c. 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
- b. 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
- d. 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

e. 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

b. 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

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

- b.
- 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

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)

A roux is made ~~with~~ by heating up fat and whisking in flour. It is cooked and used to thicken a liquid such as a sauce.

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

To make clarified butter, you heat the butter and skim off the milk solids as they separate. This gives the butter a higher ~~point~~ smoking point.

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

1. bechamel
2. bearnaise
3. demiglace
4. ~~tomato~~
5. ~~hollandaise~~

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

To season a grill means to heat it with oil at a high temperature; it is important because this cleans the grill and helps prevent sticking and burning.

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

Egg yolks  
clarified butter  
salt.

