

Interview Note Sheet

Applicant Information	
Name: <u>Smith, Jessica</u>	Interviewer: <u>Jessica Prince</u>
Date: <u>11/11/2016</u>	Rate of Pay: <u>15</u>
Position (s) Applied for: <u>Vegas Cook</u>	Referred by: <u>CL</u>

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

Seeking:
<u>Full-Time</u>
Part-Time

Relevant Experience & Summary of Strengths	
<u>DBX Vegas Stage 11/11/2016</u> Total of <u>108</u> in Food Service/Hospitality	
P.O.S. Experience: <u>Y</u> / <u>N</u> details: _____	

Transportation	
<u>Car</u>	Public Transit Carpool (Rider / Driver)
Regions Available to work:	
<u>SF City</u>	SF North SF Peninsula East Bay Outer East Bay
San Jose	South San Jose SJ Peninsula
Certifications (if any)	
TIPS	Serv-Safe LEAD Other _____ Will Submit
Availability	
<u>Open</u> →	AM only PM only Weekdays only Weekends only
Details: <u>Perferred</u>	
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 Jessica Smith Date: 11/11/16
 Home Telephone (607) 592 8030 Other Telephone ()
 Present Address 3770 Patterson Ave Oakland, CA 94619
 Permanent Address, if different from present address: _____
 Email Address jesssmith95@gmail.com

EMPLOYMENT DESIRED

Position applying for: Lead Vegan Cook Salary desired: \$20
 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): recruitment
 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? Asap
away 11/30-12/5, 12/20-12/27, 1/12-1/20

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							
PM							

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:
☒ 11/30-12/5, 12/20-12/27, 1/12-1/20

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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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?
University of Mass	Amherst, MA	B.A.	yes
Do you have any special licenses, certificates or special training? If so please list under "Special."		<input checked="" type="radio"/> YES	NO
Are you computer literate? If so, list software knowledge under "Special."		<input checked="" type="radio"/> YES	NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		YES	<input checked="" type="radio"/> 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."		<input checked="" type="radio"/> YES	NO
Special: <u>plant based nutrition certificate, literate in microsoft word, experienced manager + chef</u>			

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 _____ Telephone No. (____) _____ Supervisor's Name _____

Your Position and Duties _____

Dates of Employment: From 2/15 To 6/15 Weekly Pay: Starting \$16 Ending \$16

Reason for Leaving: pay/commute

Name and Address of Employer Nounsh Cafe 6th + California San Francisco, CA

Type of Business Cafe Telephone No. (____) _____ Supervisor's Name Brighton Miller

Your Position and Duties head chef

Dates of Employment: From 7/12 To 12/14 Weekly Pay: Starting \$13 Ending \$16

Reason for Leaving: trans continental mae

Name and Address of Employer Macromammamas

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outsourcing
Your Hospitality Staffing Professionals

Type of Business Catering Telephone No. (607) 387 9411 Supervisor's Name Peggy Ker
Your Position and Duties manager, lead cook

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 X
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: Sarah Vella Telephone No. (607) 342-0349

Address Boulder Creek, CA

Occupation: cook Relationship: co-worker Number of Years Acquainted: 4

Name: Bree Feldstein Telephone No. (650) 888-9290

Address Palo Alto, CA

Occupation: doctor Relationship: client Number of Years Acquainted: 2

Name: Megan Shackelford Telephone No. (778) 318 5642

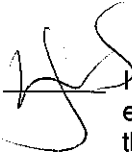
Address Vancouver, BC


Occupation: cook for Relationship: co- Number of Years Acquainted: 6


depak center


organizer
for events /
friend


Please Read Carefully, Initial Each Paragraph and Sign Below

 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.

 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.

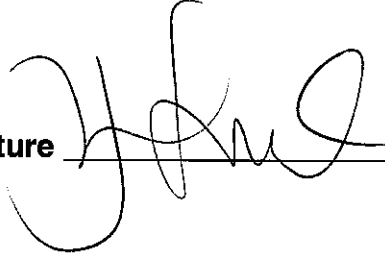
 I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice and law enforcement agency and general public records history.

 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.

 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

11/11/14

Cell: 607-592-8030
JessSmith95@gmail.com
medicinaldiet.com

Education and Certificates

Plant-Based Nutrition Certificate eCornell University
December 2014

University of Massachusetts - Amherst

B.S. Natural Resource Ecology & Plant and Soil Science

- Study Abroad - Auroville, India, Fall 2006

May 2008

Amherst, MA, USA

Work Experience

Community Nutrition & Detoxification Therapy • Cooking Classes & Wild Edibles • Catering & Retreats

Mount Diablo Wellness Clinic

Yoga and Breath, Nutrition and Dietary Counseling

Individualized Yoga Therapy

Building programs for culinary wellness and disease management with diet

Healthy Lifestyle & Wellness Coach

Personal employment

Works with clients to develop and individualized plan to transition to a plant-based diet and eliminate culprits of disease

Serving the Bay area

medicinaldiet.com

Chef

Nourish Cafe San Francisco, Feb 15, 2015-June 10 2015

189 6th Street, Inner Richmond district, San Francisco, CA

Contact Brighton Miller [415-200-7366](tel:415-200-7366) www.nourishcafesf.com

Kitchen Manager, full time chef June 2012-Dec 2014

MacroMamas ,Vegan and Macrobiotic Whole Foods Catering

125 Cayuga Street, Trumansburg, NY 14851

Contact Peggy Acer (business owner) [607-387-9111](tel:607-387-9111) www.macromamas.com

- Includes menus planning, cooking, baking, catering, cooking for dietary needs, gluten free, sugar free, fermentation, nutritional assistance
- Serving the local community with great, healthy food that is globally inspired and locally sourced, serving hundreds of meals per week at the renowned Ithaca's Farmers Market in upstate New York.

Yoga instructor at Fine Spirit Yoga Ithaca, NY

Certified Yoga Practitioner 2008 - Current

Weekly classes, private lessons. This style of Yoga combines the practice of precision alignment and the use of props to increase awareness, strength and flexibility and to energize, heal, and restore the body with a practice of a wide vocabulary of poses, breath work, and philosophy and principles of Yoga.

Vegetable Research Assistant 2010-2012

University of Massachusetts Agriculture Extension, Vegetable Program

Ag Eng Bldg. Rm. 111 UMass-Amherst, Ruth Hazzard [\(413\) 577-3976](tel:4135773976)

Research in variety trials, soil management, nutrient density, entomology, and pathology Supported by SARE grants to research winter crop storage and season extension, reduced tillage methods, and Massachusetts grower support, facilitated outreach programs and publications on farm education

Teaching and research assistant to the UMass student Farm.

Greenhouse Manager and Vegetable specialist 2007-2010

Annie's Garden and Landscaping

Sunderland, MA

Locally owned Garden Store with over 1000 varieties of Botanicals. Landscape design and installation. Emphasis on edible landscapes.

Related Experiences

- Raw Food Chef Certificate, The Green Oasis, Fort Lauderdale, FL June 2015
 - Progressive Practitioner Health Course with Tom Maltare, Nutritionist, author of Nourishing Meals & The Elimination Diet
 - Retreat catering in Guatemala and Costa Rica 2014, 2015
 - Instituto Mesoamericano de Permacultura (IMAP) San Lucas, Lake Atitlan, Guatemala February 2014
- Promoting permaculture, sustainable agriculture and food sovereignty
- Anadi's Raw Food Cafe, Raw Chef internship, May 2012, Auroville, India
 - Assistant Chef to Leslie Carrier *The Gourmet Chef* for the Doa of Cooking weekend workshops at Kripalu Institute. May, August 2010

Skills

- Highly developed culinary skills through a passion for plant-based whole foods nutrition and digestion.

- Developed understanding of herbal medicine and food as medicine through a culinary lens
- Trained in Bohem dialogue, a specific non-violent form of communication and consensus decision making
- Team management, co-facilitation, and leadership, well organized
- Excels in fast paced, versatile and fluid work environment, works well under pressure, with stamina for long hours
- Excellent leadership skills, trained in consensus decision making, team facilitation, peer mediation, constructive critiquing.
- Knowledge of land use, resource development, sustainable development, permaculture and agriculture design
- Competent public Speaker, excellent presenter and lecture facilitation.
- Excellent computer skills, Microsoft Word, Excel, PowerPoint, Photoshop, publisher, web software, typing
- Yoga/Dance, body movement therapy

Jessica L. Smith

Cell: (607)592-8030

"The greatest love you can experience is in communion with God in meditation. The love between the soul and Spirit is the perfect love, the love you are all seeking. When you meditate, love grows."

---Parmahansa Yogananda

Multiple Choice (1 point each)

- _____ 1) A gallon is equal to _____ ounces
- a. 56
 - b. 145
 - c. 32
 - d. 128
- _____ 2) Mesclun are what type of vegetable?
- a. Roots
 - b. Beans
 - c. Salad Greens
 - d. Spices
- _____ 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
- _____ 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
- _____ 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
- _____ 6) Which of the following ingredients would you pack before measuring?
- a. Olive Oil
 - b. Salt
 - c. Brown Sugar
 - d. White Sugar
- _____ 7) What is Al Dente?
- a. Firm but not hard
 - b. Soft to the touch
 - c. Very hard
 - d. Very soft
- _____ 8) Food should be left out no more than
- a. 2 hours
 - b. 3 hours
 - c. 4 hours
 - d. 5 hours

I'm vegan ☺

Prep Cooks Test

- _____ 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
- _____ 10) Which of the following can you use to put out a grease fire?
- a. Baking Soda
 - b. Baking Powder
 - c. Flour
 - d. Water
- _____ 11) What is the temperature range of the danger zone?
- a. 25-135
 - b. 40-140
 - c. 50-160
 - d. 30-130
- _____ 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
- _____ 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
- _____ 14) When you poach something, you cook it with what?
- a. Noodles
 - b. Vegetables
 - c. Liquid
 - d. Oil
- _____ 15) Which spoon is used to remove fat from soups and stews
- a. Basting Spoon
 - b. Ladle
 - c. Slotted Spoon
 - d. Portion Spoon
- _____ 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

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

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



