

# 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 Karen MORGAN

Date: 12-12-14

Home Telephone (504) 715-8046

Other Telephone (

Present Address 2912 Paige St. Houston, Tx 77002

Permanent Address, if different from present address:

Email Address K.MORGAN247@gmail.com

### EMPLOYMENT DESIRED

Position applying for: Stockeer

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 and fill in proper name of source):

Referral  Name of Referral Claudia Marks 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? 12-13-14

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>Open</u> →						
PM	<u>Open</u> →						

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 following tasks? \_\_\_\_\_

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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?
John Ehret High School	Marrero, LA	12	Yes
San Jacinto College	Pasadena, TX	Freshmen	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			
Twic CARD, Adobe, WORD,			

## 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 Managed Labor Solutions

Type of Business Transportation Telephone No. ( N/A ) Supervisor's Name Monique  
 Your Position and Duties Transportor. Deliver cars from Bush Airport to Hobby Airport.

Dates of Employment: From 04/16 To 12/16

Weekly Pay: Starting \$400

Ending \$400

Reason for Leaving: Not enough hours.

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: \_\_\_\_\_

Name and Address of Employer \_\_\_\_\_

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Telephone No. (      )

Supervisor's Name

Type of Business

Your Position and Duties

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Weekly Pay: Starting

Ending

Reason for Leaving:

Name and Address of Employer

Type of Business

Your Position and Duties

Telephone No. (      )

Supervisor's Name

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?  
If so, describe:

Yes  No

## JOB RELATED REFERENCES

List below three persons not related to you who have knowledge of your work performance within the last three years.

Name: Justin Hughes

Relationship: Friend

Number of Years Acquainted: 18 yrs

Address: New Orleans, LA

Telephone No. (504) 766-6186

Occupation: Studio Owner

Relationship: Friend

Name: Marguerite Tolbert

Address: New Orleans, LA

Telephone No. (504) 655-0681

Occupation: Operator

Relationship: Friend

Name: Farouk Headly

Address: La porte, TX

Telephone No. (281) 508-5911

Occupation: Operator

Relationship: Friend

Name:                   

Address:                   

Number of Years Acquainted: 10



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

*KM* 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.

*KM* 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.

*KM* 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.

*KM* 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.

*KM* 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 10-12-16



Acrobat Outsourcing  
Corporate Headquarters  
665 Third Street, Suite 415, San Francisco, CA 94107  
Phone: 415-431-8828 | Fax: 415-431-1580  
[www.acrobotoutsourcing.com](http://www.acrobotoutsourcing.com)

## GLOBAL CASH CARD FORM

New

Replacement

Cancel

Today's Date 12-12-2014

Last Name

MORGAN

First Name

Karon

MI  
E

Address

2912 Paige St

Apartment #

A

City

Houston

State

TX

Zip Code

77002

Social Security Number

434-75-7300

Date of Birth

03-15-1983

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

ACCOUNT NUMBER (16-digits)

4853-4001-0026-1752

Branch Office:

Houston

Completed By:

Griffin Long

Global Cash Card | 7 Corporate Park, Suite 130 | Irvine, CA 92608 | CSR: 1-888-220-4477  
Payroll Statements can be viewed online at: [www.globalcashcard.com](http://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

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

First and Last Name: Karen Morgan  
Email: K.MORGAN247@gmail.com  
Phone number: 504-715-8046

## Working Experience:

Company Name: Managed Labor Solutions

Dates of Employment: April, 2014 - Dec. 2014

Job Responsibility: Transport Cars to different Car Rental locations

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Company Name: Express

Dates of Employment: April, 2015 - March 2016

Job Responsibility:

- Deliver items to customers.
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Company Name: Scaffold Builder

Dates of Employment: Jan. 2015 - March 2015

Job Responsibility:

- Build Scaffolds left and higher
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## Skills

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