

## Interview Note Sheet

Applicant Information	
Name: <u>Marila Walters</u>	Interviewer: <u>CM</u>
Date: <u>12-13-16</u>	Rate of Pay: <u>10.00</u>
Position (s) Applied for: <u>Usher</u>	Referred by:

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

Seeking:
Full-Time
Part-Time

### Relevant Experience & Summary of Strengths

Total of \_\_\_\_\_ in Food Service

- Interested in going to Cincotopia

prep + served  
in home care  
day cares

P.O.S. Experience: Y / N details: \_\_\_\_\_

### Transportation

Car

Public Transit

Carpool ( Rider / Driver )

### Regions Available to work:

Kansas City, KS

Overland Park, KS

Kansas City, MO

Independence, MO

### Certifications (if any)

TIPS

Serv-Safe

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 Nakila Walters Date: 12/13/16  
Home Telephone (816) 695-4559 Other Telephone (816) 599-6094  
Present Address 2212 E 85th St Kansas City MO 64132  
Permanent Address, if different from present address: \_\_\_\_\_  
Email Address Nakilaw@ht-tmail.com

### EMPLOYMENT DESIRED

Position applying for: Cinetopia / open Salary desired: \$10.00

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): Text messages

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? open

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	<input checked="" type="checkbox"/>	8 am →					<input checked="" type="checkbox"/>
PM		6 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 \_\_\_\_\_

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 ☐

# Acrobat

outsourcing

Your Hospitality Staffing Professionals

Type of Business home care Telephone No. ( 800 ) 460-0841 Supervisor's Name Abbi gale  
Your Position and Duties home care provider

Dates of Employment: From 10/14 To 6/15 Weekly Pay: Starting \$9.75 Ending \$9.75

Reason for Leaving: unorganized

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: Piera Ross Telephone No. ( 816 ) 433-3473

Address 1212 presso

Occupation: \_\_\_\_\_ Relationship: friend Number of Years Acquainted: 15

Name: Rashawna Burns Telephone No. ( 816 ) 259-7280

Address St Jo

Occupation: \_\_\_\_\_ Relationship: Friend Number of Years Acquainted: 10

Name: Shawna Hill Telephone No. ( 816 ) 988-1808

Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: friend Number of Years Acquainted: \_\_\_\_\_



# Acrobat

outsourcing

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

First and Last Name: Nakila Walters  
Email: Nakila.w@Hotmail.com  
Phone number: 816-695-4559

## Working Experience:

Company Name: Jet.com  
Dates of Employment: 5/16 - 10/14  
Job Responsibility:

- picking
- packing
- shipping

Company Name: Lakeview Village  
Dates of Employment: 11/15 - 3/16  
Job Responsibility:

- Laundry
- washing drying
- folding hanging
- deliver

Company Name: Ashley Home care Services  
Dates of Employment: 12/14 - 2/16  
Job Responsibility:

- cooking cleaning bathing
- errands etc.
- 
- 

## Skills

- very flexible
- great and fast learner
- hard worker
- reliable
- Love working with others

**Prep Cooks Test**

Score 10 / 20

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

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



# Interview Note Sheet

Applicant Information	
Name: <del>Anthony W.</del> <u>Nabila Walters.</u>	Interviewer: <u>Anthony W.</u>
Date: <u>7/10</u>	Rate of Pay:
Position (s) Applied for: <u>HACP / Server</u>	Referred by: <u>Racheal Mullins</u>

Test Scores					
Server	/35	%	Bartender	/35	%
Prep Cook	/15	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	<u>12</u> /16	%

Seeking:
Full-Time
Part-Time

Relevant Experience & Summary of Strengths
--

Kids - Childcare - Homehealth

Total of \_\_\_\_\_ in Food Service/Hospitality

CASHIER - NO

Cleaning Homes.

Food - Prep - Royals.

P.O.S. Experience (Y) / N details: \_\_\_\_\_

Transportation

(Car)

Public Transit

Carpool ( Rider / Driver )

Regions Available to work:

Kansas City, KS

Overland Park, Kansas

Kansas City, MO

Independence, MO

Certifications (if any)

TIPS

Serv-Safe

LEAD

Other FF / \_\_\_\_\_

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:

# Acrobat

outsourcing

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

First and Last Name: Nakila Watters  
Email: NakilaWatters68@gmail.com  
Phone number: 816-695-4559

## Working Experience:

Company Name: Kiddsconnection  
Dates of Employment: 8/10/17 3/15/19  
Job Responsibility:

- cooking cleaning feeding changing infants
- collecting payments
- Supervising over infant and toddlers rooms

Company Name: Beauty Bragals  
Dates of Employment: 4/19 - 7/19  
Job Responsibility:

- 
- 
- 
- 

Company Name: Blessed Choice of care  
Dates of Employment: 6/17 ~~2018~~ 8/18  
Job Responsibility:

- ~~cleaning~~ letting, food pick up, shopping,
- cooking cleaning bathing
- med reminder so

## Skills

- 
- 
- 
-



## Anthony Williams

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**From:** JotForm <noreply@jotform.com>  
**Sent:** Monday, July 8, 2019 4:06 PM  
**To:** Kansas City Team  
**Subject:** Re: Employment Application Kansas City



### Employment Application Kansas City

First Name	Nakila
Last Name	Walters
E-mail Address	nakilawalters68@gmail.com
Phone	8166954559
Address	2212 e 85th st
Unit or Number	na
City, State	kansas city
Zip Code	64132
What region(s) are you applying to work within?	Kansas City
Which position(s) are you applying for?	Cook Server Bartender Housekeeper
Are you applying for:	Full-Time
When can you start?	07-09-2019
Can you work overtime?	Yes
How did you hear about us?	Google
What days/times can you work? Select all that apply:	Monday AM Monday PM Tuesday AM Tuesday PM Wednesday AM Wednesday PM Thursday AM Thursday PM Friday AM

Saturday AM  
Sunday PM

Do you have any  
planned vacations or  
extended leave in the  
next 12 months? (If  
no, leave blank)

no

Have you ever applied  
to or worked for  
Acrobat before?

No

Do you have any  
friends or relatives  
working for Acrobat? If  
so, please let us know  
who:

no

If hired, would you  
have reliable means of  
transportation to and  
from work?

Yes

If hired, can you  
present evidence of  
your legal right to live  
and work in this  
country?

Yes

State age if under 18.

If you are under 18,  
hire is subject to  
verification that you  
are of minimum age to  
work.

Missouri

Are you able to  
perform the essential  
functions of the job for  
which you are  
applying?

Yes

Name of School southeast high school

City & State kansas city mo

Grade/Degree 12

Graduated? Yes

Do you have any  
special licenses? (If so,  
label under "Special")

No

Are you computer  
literate? (If so, label

Yes

which programs under "Special")

Are you proficient with Point of Sale systems? (If so, label which under "Special") No

Do you have any experience, training, qualifications or special skills? (If so, label under "Special") Yes

Special: Im very good at cooking,cleaning,serving,very reliable consist hard worker love working and meeting new people.

Are you currently employed? No

Can we contact your current employer? Yes

Name and Address of Employer kiddsconnection 7431 prospect

Type of Business childcare center

Phone Number 8169779931

Your Position & Duties cooking,cleaning,feeding,supervising toddlers and infants opening and closing

Date of Employment (from/to): 4/7/2018-3/2019

Reason for Leaving ready for change

Still Employed: No

Name and Address of Employer beauty brands 15509 w 99th st

Type of Business warehouse

Phone Number 9136458211

Your Position & Duties picking,package handler,labeling boxing,qc

Date of Employment (from/to): 4/2017-2/2018

Reason for Leaving job ended

Still Employed: No

First Name katrena

Last Name high



E-mail Address	nakilaw@hotmail.com
Phone	8163509164
Relationship:	co worker/friend
Years Acquainted:	9
First Name	yolanda
Last Name	dale
E-mail Address	kiddsconnection2017@gmail.com
Relationship:	boss
Years Acquainted:	10

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.

(Checked box indicates acknowledgement)

I hereby authorize Acrobat Outsourcing to thoroughly investigate my references, work record, education and

(Checked box indicates acknowledgement)

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 (Checked box indicates acknowledgement) 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 (Checked box indicates acknowledgement) 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.

(Checked box indicates acknowledgement)

I hereby acknowledge that I have read and understand the above statements.

(Checked box indicates acknowledgement)



Applicant Digital  
Signature (Type  
Name):

Nakila i Walters

Date:

07-08-2019

You can [edit this submission](#) and [view all your submissions](#) easily.

Name: Nakila Walters

Score 0 / 14

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.
4. True or False? Dusting is most commonly used for cleaning walls, ceiling, doors, windows and furniture.
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?
 

*I would notify my supervisor and proceed to do what ever action needs to be taken.*
10. What do you do if you find Lost and Found items in a guest rooms?
 

*I would return them to front desk*
11. Describe the difference between a disinfectant and a cleaning solution?

*disinfectant is to kill ~~germs~~ bacteria and vir uses  
cleaning solution is to help reduce ~~germs~~*