

NOTICE TO EMPLOYEE
Labor Code section 2810.5

EMPLOYEE
Employee Name: Lorna Morales
Start Date: 1.30.2017

EMPLOYER
Legal Name of Hiring Employer: S.E Scher

Is hiring employer a staffing agency/business (e.g., Temporary Services Agency; Employee Leasing Company; or Professional Employer Organization [PEO])? Yes No

Other Names Hiring Employer is "doing business as" (if applicable):

Acrobat Outsourcing

Physical Address of Hiring Employer's Main Office:

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

Hiring Employer's Mailing Address (if different than above):

Hiring Employer's Telephone Number: 415-431-8826

If the hiring employer is a staffing agency/business (above box checked "Yes"), the following is the other entity for whom this employee will perform work:

Name: _____

Physical Address of Main Office: _____

Mailing Address: _____

Telephone Number: _____

Rate(s) of Pay: \$14 /PRPR Cook Overtime Rate(s) of Pay: 1.5X

Rate by (check box): Hour Shift Day Salary Piece rate Commission

Other (provide specifics): _____

Does a written agreement exist providing the rate(s) of pay? (check box) Yes No

If yes, are all rate(s) of pay and bases thereof contained in that written agreement? Yes No

Allowances, if any, claimed as part of minimum wage (including meal or lodging allowances):

(If the employee has signed the acknowledgment of receipt below, it does not constitute a "voluntary written agreement" as required under the law between the employer and employee in order to credit any meals or lodging against the minimum wage. Any such voluntary written agreement must be evidenced by a separate document.)

Regular Payday: FRIDAY

Insurance Carrier's Name: Integro USA Inc. dba Integro Insurance Brokers
Address: 1 State Street Plaza, 9th floor, New York, NY. 10004
Telephone Number: 212-295-5440
Policy No.: LDC4042609 AOS

Self-Insured (Labor Code 3700) and Certificate Number for Consent to Self-Insure: _____

Unless exempt, the employee identified on this notice is entitled to minimum requirements for paid sick leave under state law which provides that an employee:

- a. May accrue paid sick leave and may request and use up to 3 days or 24 hours of accrued paid sick leave per year;
- b. May not be terminated or retaliated against for using or requesting the use of accrued paid sick leave; and
- c. Has the right to file a complaint against an employer who retaliates or discriminates against an employee for
 1. requesting or using accrued sick days;
 2. attempting to exercise the right to use accrued paid sick days;
 3. filing a complaint or alleging a violation of Article 1.5 section 245 et seq. of the California Labor Code;
 4. cooperating in an investigation or prosecution of an alleged violation of this Article or opposing any policy or practice or act that is prohibited by Article 1.5 section 245 et seq. of the California Labor Code.

The following applies to the employee identified on this notice: (Check one box)

1. Accrues paid sick leave only pursuant to the minimum requirements stated in Labor Code §245 et seq. with no other employer policy providing additional or different terms for accrual and use of paid sick leave.

2. Accrues paid sick leave pursuant to the employer's policy which satisfies or exceeds the accrual, carryover, and use requirements of Labor Code §246.

3. Employer provides no less than 24 hours (or 3 days) of paid sick leave at the beginning of each 12-month period.

4. The employee is exempt from paid sick leave protection by Labor Code §245.5. (State exemption and specific subsection for exemption): _____

Brianna Gunthorpe
(PRINT NAME of Employer representative)

1.30.2011
(SIGNATURE of Employer Representative)
(Date)

Jenna M. Murphy
(PRINT NAME of Employee)

1.30.2011
(SIGNATURE of Employee)
(Date)

The employee's signature on this notice merely constitutes acknowledgement of receipt.

Labor Code section 2810.5(b) requires that the employer notify you in writing of any changes to the information set forth in this Notice within seven calendar days after the time of the changes, unless one of the following applies: (a) All changes are reflected on a timely wage statement furnished in accordance with Labor Code section 226; (b) Notice of all changes is provided in another writing required by law within seven days of the changes.

Interview Note Sheet

Applicant Information

Name: <u>Lorna Morales</u>	Interviewer: <u>BG</u>
Date: <u>1.30.2017</u>	Rate of Pay: <u>\$14</u>
Position (s) Applied for: <u>Prep Cook</u>	Referred by: <u>NA</u>

Test Scores					Seeking:
Server	/35	%	Bartender	/30	%
Prep Cook	/15	%	Barista	/10	%
Grill Cook	/40	%	Cashier	/10	%
Dishwasher	/10	%	Housekeeping	/16	%
					<input checked="" type="checkbox"/> Full-Time
					<input type="checkbox"/> Part-Time

Relevant Experience & Summary of Strengths	
Total of _____ in Food Service/Hospitality	
<p>- has food handler's card</p> <p>- exp in kitchen mostly prep, hot food</p>	

P.O.S. Experience: Y / N details:	
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Transportation		
<input type="checkbox"/> Car	<input checked="" type="checkbox"/> Public Transit	<input type="checkbox"/> Carpool (Rider / Driver)

Regions Available to work:				
<input checked="" type="checkbox"/> SF City	<input type="checkbox"/> SF North	<input type="checkbox"/> SF Peninsula	<input type="checkbox"/> East Bay	<input type="checkbox"/> Outer East Bay
<input type="checkbox"/> San Jose	<input type="checkbox"/> South San Jose	<input type="checkbox"/> SJ Peninsula		

Certifications (if any)				
<input type="checkbox"/> TIPS	<input type="checkbox"/> Serv-Safe	<input type="checkbox"/> LEAD	<input type="checkbox"/> Other	<input type="checkbox"/> Will Submit

Availability				
<input checked="" type="checkbox"/> Open	<input type="checkbox"/> AM only	<input type="checkbox"/> PM only	<input type="checkbox"/> Weekdays only	<input type="checkbox"/> Weekends only

Details:				
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Uniforms Owned:							
<input checked="" type="checkbox"/> Bistro	<input type="checkbox"/> Black Bistro	<input type="checkbox"/> Tuxedo	<input type="checkbox"/> 1/2 Tuxedo	<input type="checkbox"/> Black Vest	<input type="checkbox"/> Long Black Tie		
<input type="checkbox"/> Chef Coat	<input type="checkbox"/> Chef Pants	<input type="checkbox"/> Knives	<input type="checkbox"/> Black Pants	<input type="checkbox"/> Non-Slip Shoes	<input type="checkbox"/> Bow Tie	<input type="checkbox"/> Other:	

Would you recommend this applicant for Acrobat?	Convention Candidate?	Other Languages Spoken:
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Prep Cooks Test

Score / 20

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

a/ 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 blanche 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

DD 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

80%

Prep Cooks Test

C 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

W 10) Which of the following can you use to put out a grease fire?

- a. Baking Soda
- b. Baking Powder
- c. Flour
- d. Water

V 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

V 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

C 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

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

