

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 Vannesss Gayle Pines Date: 02/07/2017
 Home Telephone () Other Telephone (713 582-4411)
 Present Address 10007 Bridlington St Houston, TX 77085
 Permanent Address, if different from present address:
 Email Address nessspines@yahoo.com

EMPLOYMENT DESIRED

Position applying for: Patient Ambassador Salary desired: \$12.00

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 Memorial Hermann 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

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>6-2</u>		<u>6-2</u>			
PM	<u>12-8</u>	<u>12-8</u>		<u>12-8</u>	<u>12-8</u>	<u>12-8</u>	<u>6-2</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 NO. 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

YES ..

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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?
HCC	Houston, TX	36 hrs	no
Do you have any special licenses, certificates or special training? If so please list under "Special".			
Are you computer literate? If so, list software knowledge under "Special."			
Are you proficient with Point of Sales Systems? If so please list which ones under "Special."			
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."			
Special: Staffing Manager / Coordinator			

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 Just Real Kare

Type of Business Healthcare Telephone No. (713) 266-2604 Supervisor's Name Karen Weaver
Your Position and Duties Supervisor. Responsible for monitoring attendants clocking in and out on Resta System. Monitoring clients files
Dates of Employment: From 1/12 To 7/16 Weekly Pay: Starting \$12.00 Ending \$14.75
Reason for Leaving Personal

Name and Address of Employer Perry Lee Home Health Care Services
Type of Business Healthcare Telephone No. (281) 949-8725 Supervisor's Name Cotina McNeal

Your Position and Duties Staffing Manager. Hiring attendant, monthly visit to the clients home, enrolling new clients, keeping clients files in order
Dates of Employment: From 04/08 To 12/14 Weekly Pay: Starting \$15.00 Ending \$17.00
Reason for Leaving Personal

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 _____

Reason for Leaving: _____ Ending _____

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 _____

Reason for Leaving: _____ Ending _____

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: Melva Thompson

Telephone No. 281-475-5921

Address

Occupation: Credentialed

Relationship: _____

Number of Years Acquainted: 35 yrs

Name: Karen Weaver

Relationship: Specialist

Telephone No. (713) 291-9072

Address: Home Health Supervisor/Owner

Occupation: Legal Clerk

Relationship: _____

Number of Years Acquainted: 25 yrs

Name: Keronica Moctezuma

Telephone No. (713) 754-0433

Address

Occupation: Insurance Agent

Relationship: _____

Number of Years Acquainted: 16 yrs



Please Read Carefully, Initial Each Paragraph and Sign Below

VP 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.

VP 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.

VP 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.

VP 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.

VP 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

Vanessa Pines

Date 2/11/2017

Cashier Test

Score / 15

b ✓ 1) A roll of quarters is worth?
 a) \$5.00
 b) \$10.00
 c) \$15.00
 d) \$20.00

a ✓ 2) A roll of dimes is worth?
 a) \$5.00
 b) \$4.00
 c) \$3.00
 d) \$2.00

d ✓ 3) A roll of nickels is worth?
 a) \$8.00
 b) \$6.00
 c) \$4.00
 d) \$2.00

c ✓ 4) A roll of pennies is worth?
 a) \$1.00
 b) \$0.75
 c) \$0.50
 d) \$0.25

c ✓ 5) What does POS stand for?
 a) Patience over standards
 b) Percentage of sales
 c) Point of sales
 d) People over service

 ✓ 6) What is the current sales tax rate in your city 8.25?

c ✓ 7) A customer buys a bowl of soup for \$1.25, an apple \$0.90 and a soda is \$0.79. If you are given \$10.00 how much change should you give back?
 a) \$4.06
 b) \$2.06
 c) \$7.06
 d) \$5.06

b ✓ 8) A customer buys two shirts for 10.50 each and two ball caps for \$7.25 each. If you are given \$50.00 how much change should you give back?
 a) \$19.50
 b) \$14.50
 c) \$9.50
 d) \$4.50

d ✓ 9) A customer buys soda for \$3.75 and a hot dog for \$4.25. If you are given \$20.00 how much change should you give back?
 a) \$6.00
 b) \$8.00
 c) \$10.00
 d) \$12.00

a ✓ 10) A customer buys two hamburgers at \$3.75 each, two bags of chips at \$1.25 each, two cookies at \$2.50 each and two sodas at \$3.25 each. If you are given \$100.00 how much change should you give back?
 a) \$78.50
 b) \$58.50
 c) \$38.50
 d) \$28.50

Cashier Test

Score 14 / 15

a

11) Counterfeit pens should be used on which three denominations?

- a) \$20, \$50, \$100
- b) \$10, \$20, \$50
- c) \$5, \$50, \$100
- d) \$10, \$20, \$50

b

12) How many times should you count change when giving it to the customer?

- a) one
- b) two
- c) three
- d) no need to count

Question & Answer:

✓ 13) What is the minimum age for legal alcohol purchases? 21

14) What are the acceptable forms of ID for alcohol purchases? Texas Driver License /

✗ 15) How many \$20 bills are in a bank band? _____