

Interview Note Sheet

Applicant Information	
Name: <u>Ava Henriquez</u>	Position (s) Applied for: <u>Cook</u>
Date: <u>2/18/2017</u>	Referred by: <u>Rosie</u>
Interviewer: <u>Griffia</u>	Rate of Pay: <u>12</u>

Test Scores	
Server	% /35
Prep Cook	% /20
Grill Cook	% /40
Dishwasher	% /10
Bartender	% /35
Barista	% /15
Cashier	% /15
Housekeeping	% /16
Part-Time	
Full-Time	
Seeking:	

Total of 3 in Food Service/Hospitality

- Payroll service
- Cook

U.S. Experience: Y / N details:

Transportation

Car
Public Transit
Carpool (Rider / Driver)

Regions Available to work:

SF City
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

Open
AM only
PM only
Weekdays only
Weekends only

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:

Could you recommend this applicant for Acrobat Academy?

Convention Candidate?

Other Languages Spoken:

Employment Application

818-501-5067

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 Ana Henriquez Date 2/27/217
Home Telephone (732) 488-7241 Other Telephone ()
Present Address 6518531st Ave Houston TX 77032
Permanent Address, if different from present address:
Email Address Henriquez.@hotmail.com

EMPLOYMENT DESIRED

Position applying for: Cashier
Are you currently registered with any staffing and/or employment agencies? If so, please list
Salary desired: _____

Are you applying for:
Full-time work? Yes ☒ No _____
Part-time work? Yes _____ No _____
Temporary work, e.g., summer or holiday work? Yes _____ No _____
How did you find out about our open position? (Please check fill in proper name of source):
☐ Referral ☐ Name of Referral _____
☐ Other Web Posting ☐ Other Source _____
Could you work overtime, if necessary? Yes ☒ No _____
If hired, on what date could you start working? _____

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: _____

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 _____
Hired, would you have a reliable means of transportation to and from work? Yes ☒ No _____
Hired, can you present evidence of your legal right to live and work in this country? Yes ☒ 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 _____

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	DID YOU GRADUATE?
FCC College			COMPLETED	
Houston TX				
Do you have any special licenses, certificates or special training? If				
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."				
		YES	NO	
		YES	NO	
		YES	NO	
		YES	NO	

EMPLOYMENT HISTORY

Set 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 ☐

Time and Address of Employer	Compass Group 3333 HWY 6 Houston TX
Telephone No. ()	
Supervisor's Name	Ms. Keith
Supervisor's Name	Richard
Position and Duties	Cashier
Business	Cafe
From	11/13/11 To 11/6/11
Weekly Pay	Starting 10:00 Ending 12:50
Reason for Leaving	Personal
Time and Address of Employer	Box 6 Sdeko
Telephone No. ()	
Supervisor's Name	Ms. Collin Dorte
Position and Duties	Cashier
Business	Cafe
From	2 Year and 6 Month
Weekly Pay	Starting 10:00 Ending 10:00
Reason for Leaving	Company Moved
Time and Address of Employer	

Please Read Carefully, Initial Each Paragraph and Sign Below

AA 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.

AA 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.

AA 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.

AA 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.

AA 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

Am Johnson

Date

2/27/17

Prep Cooks Test

- 9) Which is the improper way to thaw frozen food?
C
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
a. Baking Soda
b. Baking Powder
c. Flour
d. Water
- 11) What is the temperature range of the danger zone?
B
a. 25-135
b. 40-140
c. 50-160
d. 30-130
- 12) Which of the following is listed from smallest to largest?
D
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?
C
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?
C
a. Noodles
b. Vegetables
c. Liquid
d. Oil
- 15) Which spoon is used to remove fat from soups and stews?
B
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?
B
a. Season
b. Sauté
c. Broil
d. Boil
e. Fry

100%

Prep Cooks Test

Score / 20

Multiple Choice (1 point each)

1) A gallon is equal to _____ ounces

D

2) Mesclun are what type of vegetable?
a. 56
b. 145
c. 32
d. 128

C

3) What does the term braise mean?
a. Roots
b. Beans
c. Salad Greens
d. Spices

B

4) At what internal temperature must chicken be cooked so that it is safe to eat?
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

B

5) How do you blanch vegetables?
a. 155 degrees F
b. 165 degrees F
c. 175 degrees F
d. 185 degrees F

A

6) Which of the following ingredients would you pack before measuring?
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

C

7) What is Al Dente?
a. Olive Oil
b. Salt
c. Brown Sugar
d. White Sugar

A

8) Food should be left out no more than
a. Firm but not hard
b. Soft to the touch
c. Very hard
d. Very soft

C

a. 2 hours
b. 3 hours
c. 4 hours
d. 5 hours

Prep Cooks Test

17) What is a Julien cut? A

- 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

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