

Interview Note Sheet

Applicant Information

Name: <u>Jose Ordez</u>	Interviewer: <u>Henry</u>
Date: <u>03/09/2011</u>	Rate of Pay: <u>10</u>
Position (s) Applied for: <u>Warehouse</u>	Referred by: <u>walk in</u>

Test Scores

Server	/35	%	Bartender	/35	%
Prep Cook	/15	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:

Full-Time

Part-Time

Relevant Experience & Summary of Strengths

Total of _____ in Food Service/Hospitality

Warehouse Only

P.O.S. Experience: Y / N details: _____

Transportation

Car

Public Transit

Carpool (Rider / Driver)

Regions Available to work:

Polk County

Des Moines

West Des Moines

Dallas County

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:

Jose M.

ORDAZ-RIOS5154190221

My objective is very simple i am looking for a job and the basic plan is to find the complementary a place where i can learn and perform excellently.

02 Skill Summary/What I know.

- Art
- Translator
- Microsoft word/ Windows XP/ PowerPoint
- Social interaction/interpersonal skills
- Organization
- Team Work

03 Professional Summary/My Work .

- Bindery 1 inc. 1631 Aurora ave.Des Moines, IA 50313 [\(515\) 265-409](tel:(515)265-409)

Warehouse Operations.

- Worked in a printing press packing orders and the sending of books.
- Assisted and helped other workers

- Jasper Construction Company. 928 N 19th Ave E,Newton, IA 50208 [\(641\) 792-8650](tel:(641)792-8650)

Labor Worker

- Repaired and helped drill and build on work site
- Followed directions and Drilled into rock and earth

- Pssi 204 E Linn St # F, Marshalltown, IA 50158 [\(641\) 844-5405](tel:(641)844-5405)

Sanitation Worker

- Helmeted and Fully suited for High pressure environments and hazardous areas yet safe.
- Sanitized and cleaned Kill floor also worked with different chemical agents.

04 Education and School

Marshalltown High School / San Jose Community College