

# 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 Shante' Danielle Grachin

Date: 4-4-2017

Home Telephone (936) 249 3909

Other Telephone (832) 721 8280

Present Address 3620 Southmore Blvd.

#25 Houston, TX 77009

Permanent Address, if different from present address:

110

Email Address sdgmozele@gmail.com

### EMPLOYMENT DESIRED

Position applying for: Any Open

Salary desired: 12.00

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: 4-4-2017 To: Current

How did you find out about our open position? (Please check and fill in proper name of source):

Referral  Name of Referral Michelle or Anna 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? 4/4/2017

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	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
DAILY							
AM	<u>any</u>	<u>any</u>	<u>any</u>	<u>any</u>	<u>any</u>	<u>any</u>	<u>any</u>
PM	<u>any</u>	<u>any</u>	<u>7:00</u>	<u>any</u>	<u>7:00</u>	<u>any</u>	<u>5:00/5</u>
Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:							
<u>no</u>							

### PERSONAL INFORMATION

Have you ever applied to or worked for Acrobat Outsourcing before? Yes  No  If yes, when? 4/4

Do you have friends or relatives working for Acrobat Outsourcing? Yes  No  If yes, please state name and relationship

no

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.

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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.) Na

any function is fine

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?
<u>SER Jobs For Progress</u>	<u>Houston, Texas</u>	<u>GED</u>	<u>Yes</u>
<u>Na</u>	<u>Na</u>	<u>Na</u>	<u>Na</u>
Do you have any special licenses, certificates or special training? If so, please list under "Special".		YES	NO
Are you computer literate? If so, list software knowledge under "Special."		YES	NO
Are you proficient with Point of Sales Systems? If so, please list which ones under "Special."		YES	NO
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
Special: <u>OSHA 10, TAG, TWIC</u>			

## 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 SER Jobs For Progress

Type of Business Construction Telephone No. (713) 773 8000 Supervisor's Name Merrick

Your Position and Duties construction building and fixing houses

Dates of Employment: From 01/2016 To current Weekly Pay: Starting 200.00 Ending 250.00

Reason for Leaving still there

Name and Address of Employer M and P Security

Type of Business Security Telephone No. (936) 249 3810 Supervisor's Name Sherry

Your Position and Duties secured lots until the building opened back up

Dates of Employment: From 01/2016 To 02/2017 Weekly Pay: Starting 350.00 Ending 480.00

Reason for Leaving relocated back to houston Texas

Name and Address of Employer

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Telephone No. (936) 480 9200

Supervisor's Name Maria

Type of Business Medical

Your Position and Duties

Assembly line made the medical equipment packed and shipped them off.

Dates of Employment: From 01/2010 To 02/2010

Weekly Pay: Starting 500.00 Ending 500.00

Reason for Leaving: relocated to houston

Name and Address of Employer Long John Sheers

Type of Business Fast Food

Telephone No. (713) 477 2800

Supervisor's Name Dolly Sheer

Your Position and Duties ensured food was made fresh to order and took orders.

Dates of Employment: From 09/2010 To 10/2010

Weekly Pay: Starting 300.00 Ending 300.00

Reason for Leaving: relocated to denver colorado

Have you ever been fired from any previous place of employment? If so, please explain: no I left

## MILITARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military? If so, describe: no

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: Tracy Gross

Telephone No. (713) 373 6513

Address: 2502 Westheimer Road

Relationship: Friend

Number of Years Acquainted: 10

Occupation: Security

Name: Travis Miller

Telephone No. (396) 802 1920

Address: 201 Broadway St.

Relationship: Manager

Number of Years Acquainted: 3

Occupation: Construction

Name: Destiny Shurns

Telephone No. (832) 909 4999

Address: 5454 West Gulf Bank

Relationship: Friend

Number of Years Acquainted: 7

Occupation: G.I.H Company



**Please Read Carefully, Initial Each Paragraph and Sign Below**

*Shay* 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.

*Shay* 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.

*Shay* 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.

*Shay* 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.

*Shay* 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

Date 4-4-2017

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

First and Last Name: Shante' Goodwin  
Email: sdgmore20@gmail.com  
Phone number: 936-449-3409

### Working Experience:

Company Name: SEI Jobs For Progress  
Dates of Employment: July 2016 - Current  
Job Responsibility:

- construction
- welding
- 
- 

Company Name: Staff Forces/Medivators  
Dates of Employment: January 2016 - May 2016  
Job Responsibility:

- electrical assembly line
- general labor
- loading unloading
- pallet jack

Company Name: M and P Security  
Dates of Employment: December 2016 - Feb 2017  
Job Responsibility:

- guard buildings
- made sure doors was locked
- all things were secure
- 

### Skills

- OSHA 10
- THIC CARD
- 
-

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Sharfe D Gudem

## Cashier Test

Score B / 15

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

✓ 3) A roll of nickels is worth?

- a) \$8.00
- b) \$6.00
- c) \$4.00
- d) \$2.00

X 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

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

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

$$\begin{array}{r}
 1.25 \\
 90 \\
 79 \\
 \hline
 2.94
 \end{array}
 \quad
 \begin{array}{r}
 10.00 \\
 - 2.94 \\
 \hline
 7.06
 \end{array}$$

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

$$\begin{array}{r}
 10.50 \quad 7.25 \\
 10.50 \quad 2 \\
 \hline
 21.00 \quad 14.40
 \end{array}
 \quad
 \begin{array}{r}
 21.00 \\
 14.40 \\
 \hline
 6.60
 \end{array}$$

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

$$\begin{array}{r}
 3.75 \quad 1.25 \quad 2.50 \quad 3.25 \\
 3.75 \quad 2 \quad 2 \\
 \hline
 7.50 \quad 2.50 \quad 6.50 \\
 \hline
 14.00 \quad 7.49 \\
 \hline
 21.44
 \end{array}$$

**Cashier Test**

**Score** / 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?

State ID, Drivers license and M1

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

1000

## Interview Note Sheet

### Applicant Information

Name: <u>Shante Goodwin</u>	Interviewer: <u>Celony Diaz</u>
Date: <u>4/4/2017</u>	Rate of Pay: <u>10</u>
Position(s) Applied for: <u>Any</u>	Referred by:

### Test Scores

Server	/35	%	Bartender	/35	%
Prep Cook	/20	%	Barista	/15	%
Grill Cook	/40	%	Cashier	13/15	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:

Full-Time

Part-Time

### Relevant Experience & Summary of Strengths

Total of 3 in Food Service/Hospitality

- General labor
- Open to dishwashing

P.O.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

Houston

### 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: