

Interview Note Sheet

Applicant Information

Name: <u>Peggy Miksell</u>	Interviewer: <u>Larry Dean</u>
Date: <u>03/03/2017</u>	Rate of Pay: <u>\$10.00</u>
Position (s) Applied for: <u>H/K</u>	Referred by: <u>Angels</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

exp Inn H/K. Total of _____ in Food Service/Hospitality
exp In cooking.

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:

Housekeeping Test

1. During which of the following situation(s) should you wear gloves?
 - a) When handling disinfectant solutions
 - b) When cleaning guest rooms
 - c) When handling soiled linen
 - d) When handling or disposing of waste
 - ☒ e) All of the above
2. Which of the following should be cleaned daily?
 - a) Chairs, lamps, and tables
 - b) Tabletops, bed, and handrails
 - c) Grab bars, light, tops of doors and counters
 - d) Floors, sinks, toilets, and latrines
 - ☒ e) All of the above
3. True or False: You do not need to use a separate cloth for cleaning bathrooms.
4. True or False: Dusting is most commonly used for cleaning walls, ceiling, doors, windows and furniture.
5. Should the following be cleaned daily or weekly? Circle one.
 - a) Floors Daily / Weekly
 - b) Toilets and latrines Daily / Weekly
 - c) Carpets in guest rooms Daily / Weekly
 - d) Carpets in offices Daily / Weekly
 - e) Soiled linen Daily / Weekly
6. The best way to clean the floors:
 - a) Scrubbing
 - b) Dry sweeping and dusting
 - c) Sweeping, mopping and dusting
 - ☒ d) Wet mopping
7. What should do if you spill liquids or see a liquid spill?
 - a) Leave it for someone else to clean- up
 - b) Wait until the end of your shift to clean it
 - ☒ c) Flag the spill and clean it up immediately
 - d) Not sure
8. The proper procedure for cleaning spills of blood and other body fluids is:
 - ☒ a) Wearing gloves, clean with cloth soaked in chlorine solution and follow up with disinfectant solution
 - b) Find the janitor on- duty and ask him to clean it up
 - c) Grab whatever is closest and wipe up immediately, then mark "Biohazard"
 - d) Nothing
9. What do you do if you encounter with bed bugs in a guest room?
10. What do you do if you find Lost and Found items in a guest rooms?
11. Describe the difference between a disinfectant and a cleaning solution?

Acrobat

outsourcing

Your Hospitality Staffing Professionals
665 Third St., Suite 415 • San Francisco, CA 94107

First and Last Name: Peggy Miksell
Email: Miksellpeggy15@gmail.com
Phone number: 515-393-0666

Working Experience:

Company Name: Ankemy Noodle Zoo
Dates of Employment: 9/2015 - 3/2017
Job Responsibility: 2015

- - make soups
- - Do any prep
- - Cook to order
- - clean up

Company Name: Treat America
Dates of Employment: 5-2012 - 6-2015
Job Responsibility:

- - cook Breakfast & Lunch
- - make Desserts
- - cook some Dinners
- - supervise shifts

Company Name: Hotel Savery
Dates of Employment: 4-1999 - 9-2011
Job Responsibility:

- - made Salads/Desserts for Banquets
- - Did Prep for the day
- - Did orders for Breakfast/Lunch
- - put Stock away

Skills

- - Excell in large quantity cooking
- - pretty good at short orders
- - can use lg equipment i.e. mixers, slicers and knives