

# Interview Note Sheet

## Applicant Information

|  |                            |
|--|----------------------------|
| Name: Shyla Chiles                         | Interviewer: Yaglar        |
| Date: 4/6/17                               | Rate of Pay: \$10          |
| Position(s) Applied for: Housekeeping open | Referred by: Kashidah Gray |

## 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

Open and Park News to position cash

P.O.S. Experience: Y / N details: \_\_\_\_\_

## Transportation

Car      Public Transit      Carpool ( Rider / Driver )

## Regions Available to work:

Polk County      Des Moines      Nest 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:

# Acrobat

outsourcing

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

First and Last Name: Shyla Chilous  
Email: chilous.shyla@yahoo.com  
Phone number: 515 - 865 - 1512

### Working Experience:

Company Name: Victoria Secret  
Dates of Employment: Oct 2016 - Now  
Job Responsibility:

- - Cashier
- - Stocking
- - Kunden
- -

Company Name: Buffalo Wild Wings  
Dates of Employment: \_\_\_\_\_  
Job Responsibility:

- - Beer Samples
- - Food Samples
- - Birthday Party
- - Blazing CBS Staffing

Company Name: CBS Staffing  
Dates of Employment: 2015 - 2016  
Job Responsibility:

- - Caring for elderly
- - Ambulation
- - Feeding
- - Bathing etc etc

### Skills

- - Easy Learner
- - CNA Certified

Name: \_\_\_\_\_

**Score /14**

**Housekeeping Test**

11/14

78.1

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?