

# Interview Note Sheet

## Applicant Information

Name: <u>Shyla Chiles</u>	Interviewer: <u>Yager</u>
Date: <u>4/6/17</u>	Rate of Pay: <u>8.10</u>
Position (s) Applied for: <u>Housekeeper open</u>	Referred by: <u>Kashdoh Goss</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

*Open to any position and hours*  
*Cashier*

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:

# Acrobat

outsourcing

Your Hospitality Staffing Professionals  
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First and Last Name: Shyla Chilous  
Email: chilousshyla@yahoo.com  
Phone number: 515-865-1542

## Working Experience:

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

- - Cashier
- - stocking
- - Kermode
- -

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

- - Beer Samples
- - food samples
- - Birthday Party
- - Blazing

Company Name: CBS staffing  
Dates of Employment: 2015 ~~2015~~ Beg 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. 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?