

Interview Note Sheet

Applicant Information

Name: <u>Allen Me Daniel</u>	Interviewer: <u>Yarie</u>
Date: <u>6/01/17</u>	Rate of Pay: <u>\$10</u>
Position (s) Applied for: <u>Museum</u>	Referred by: <u>Google</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

Thursday
Surf
Summer
Off
Museum
weekdays

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

Transportation

Car

Public Transit

Carpool (Rider / Driver)

Regions Available to work:

Polk County

Des Moines

Nest Des Moine

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	<input checked="" type="radio"/> Daily/ Weekly
b) Toilets and latrines	<input checked="" type="radio"/> Daily/ Weekly
<input checked="" type="radio"/> c) Carpets in guest rooms	<input checked="" type="radio"/> Daily/ Weekly
d) Carpets in offices	<input checked="" type="radio"/> Daily/ Weekly
e) Soiled linen	<input checked="" type="radio"/> 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? *Let supervisor know asap.*
10. What do you do if you find Lost and Found items in a guest rooms? *Turn it in.*
11. Describe the difference between a disinfectant and a cleaning solution?

Cleaning Solution would be your everyday cleaning Supply. Disinfectant would be something you'd use to specifically kill germs.

12/14

84%

Acrobat

outsourcing

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

First and Last Name: Allison McDaniel
Email: McDaniel.Allison@yahoo.com
Phone number: 515-783-9384

Working Experience:

Company Name: Des Moines Public Schools

Dates of Employment: 3/17 - Present

Job Responsibility: Lunch Server

- DPL cook
- Serving Students
- Cleaning duties
-

Company Name: Senior Suites of Urbandale

Dates of Employment: 4/15 - 3/17

Job Responsibility: CNA

- Dressing residents
- feeding
- bathing
- and some light house keeping

Company Name: Bishop Drumm

Dates of Employment: 1/13 - 3/15

Job Responsibility: Dietary Aide

- DPL cook
- cleaning Set Up
- Scrubbing meals
-

Skills

-
-
-
-