

# Acrobat

outsourcing

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

First and Last Name: Sonya Good

Email: sonyagood25@gmail.com

Phone number: (816)2105444

### Working Experience:

Company Name: Front Amorica

Dates of Employment: Utility worker - December 2016

Job Responsibility:

- Food Prep, Dishwasher - May 2017
- Inspect Equipment / Sanitizo
- Driy do o clean atmosphere for Guest.

Company Name: Research medical

Dates of Employment: Utility worker - February 16, 2016

Job Responsibility:

- Dietary aid - Jan. 2017
- Inspecting stations
- Properly place and use chemicals

Company Name: City wide maintenance

Dates of Employment: March 22, 2015 - Utility worker

Job Responsibility:

- Custodial Duties Oct. 26, 2016
- Washing Windows
- Dusting, mopping, keeping work areas
- Clean and neat 41 City employees.

### Skills

- 10 yrs. Experience in food service
- 2 yrs. in Hospitality (Hotels)
- Familiar w/ Computers, Hands On,
- Great Communication + Support Skills

# Interview Note Sheet

## Applicant Information

Name: <u>Ebony Gunn</u>	Interviewer: <u>Shelby</u>
Date: <u>12-7-2017</u>	Rate of Pay: <u>10.00 - 10.50</u>
Position(s) Applied for: <u>Housekeeping</u>	Referred by: <u>Walk-in</u>

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

Full-Time  
 Part-Time

Relevant Experience & Summary of Strengths					
Total of _____ in Food Service/Hospitality					
- 10 years exp. in food SERVICE - 5 years exp. in hospitality - Public TRNSP.					
P.O.S. Experience: Y / N details: _____					
Transportation					
Car		Public Transit	Carpool ( Rider / Driver )		
Regions Available to work					
Kansas City, KS	Overland Park, KS	Kansas City, MO	Independence, MO		
Certifications (if any)					
TiPS	Serv-Safe	LEAD	Other _____	Will Submit	
Availability					
Open	AM only	PM only	Weekdays only	Weekends only	
Details: _____					
Uniforms Owned:					
Bistro Chef Coat	Black Bistro Chef Pants	Tuxedo Knives Black Pants	1/2 Tuxedo Non-Slip Shoes	Black Vest Bow Tie	Long Black Tie Other: _____

Would you recommend this applicant for Acrobat Academy? \_\_\_\_\_

Convention Candidate? \_\_\_\_\_

Other Languages Spoken: \_\_\_\_\_

Housekeeping Test

79%

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 type="radio"/> Daily	<input type="radio"/> Weekly
b) Toilets and latrines	<input type="radio"/> Daily	<input type="radio"/> Weekly
c) Carpets in guest rooms	<input type="radio"/> Daily	<input type="radio"/> Weekly
d) Carpets in offices	<input type="radio"/> Daily	<input type="radio"/> Weekly
e) Soiled linen	<input type="radio"/> Daily	<input type="radio"/> 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?

Contact supervisor as soon as possible.

10. What do you do if you find Lost and Found items in a guest rooms?

Label it, Then Turn In to supervisor

11. Describe the difference between a disinfectant and a cleaning solution?

Disinfectant is more of a airfresher 2 spray in certain areas; Cleaning solution is for solid surfaces (windows, counters, tubs, floors etc)