

Ugochi nwachukwu

13326 Sanderford lane Houston Tx 77083
5129551024• nwagod_01@yahoo.com

Objective

A focused individual with strong organizational, and great communication skills, desiring to learn new skills and make an impact in any organization. I find myself seeking opportunity in a reputable organization and applying the required knowledge for good performance towards achieving organizational objectives.

Personal Data

Sex: Female
Date of birth: 05/21/1967
Nationality: Nigerian
Language spoken: English
Religion: Christianity

Educational Qualification

2000 -2004 - Parkview Baptist High School

WORK EXPERIENCE

2013 – Date First Choice Restaurant

POSITIONS: Supervisor, Banquet Server, Cook, Customer Service

DUTIES:

- (I) Maintaining customer relationships and ensuring customer loyalty
- (II) Prepare, Set-up and Serve Clients
- (III) Prepare and cook various dishes
- (IV) Supervise and ensures that the Restaurant functions with good profit and not deficit.

Skill and Competences

- Positive energy to achieve target
- Good with team work
- Good stress Manager with ability to work flexible hours
- Ability to write creatively and skillfully
- Excellent oral/written communication skills
- Strong interpersonal and organizational skills
- Ability to understand, adapt to and learn from complex situations
- Enthusiastic, dedicated and result oriented
- Basic knowledge of Microsoft word
- Good in problem solving, research and highly sociable

Interest and Hobbies

Cooking, Reading, Organizing, Travelling, Music, Counseling, Driving, Singing

Referees

Sidney Edi-Osagie

Pastor

City On The Hills Evangelical Ministry

10503 Rockley Rd 105 A, Houston Tx, Ph: 832- 489-2635

Employment Application

Acrobat Outsourcing is an equal opportunity employer dedicated to non-discrimination in all employment practices. Acrobat Outsourcing selects the best qualified individual for the job based on job-related qualifications regardless of race, age (40+), color, religion, gender, national origin, ancestry, marital status, sexual orientation, disability or any other status protected by applicable law.

PLEASE PRINT

Full Name NWACHUKWU UGOCHUKWU C Date: 06/15/2017
 Home Telephone (512) 955-1024 Other Telephone () _____
 Present Address 13326 SANDERFORD LN. HOUSTON TX 77083
 Permanent Address, if different from present address: _____
 Email Address nwachukwu01@yahoo.com

EMPLOYMENT DESIRED

Position applying for: OPEN Salary desired: 0

Are you currently registered with any staffing and/or employment agencies? If so, please list

NO

Are you applying for: Full-time work? Yes ☒ No ☐ Part-time work? Yes ☐ No ☐

Temporary work, e.g., summer or holiday work? Yes ☐ No ☐ From: _____ To: _____

How did you find out about our open position? (Please check fill in proper name of source):

Referral ☐ Name of Referral work force Newspaper ☐ Job Fair ☐ Agency ☐ Company Website ☐

Other Web Posting ☐ Other Source ☐

Could you work overtime, if necessary? Yes ☒ No ☐ If hired, on what date could you start working? _____

Please keep in mind that schedules and shifts may vary depending on position and season. Additionally, the hours may vary from week to week, depending on the company needs. Please list only the times/days you're available to work below.

SPECIFY HOURS AVAILABLE DAILY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
AM		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input type="checkbox"/>
PM		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates: _____

PERSONAL INFORMATION

Have you ever applied to or worked for Acrobat Outsourcing before? Yes ☐ No ☒ If yes, when? _____

Do you have friends or relatives working for Acrobat Outsourcing? Yes ☐ No ☒ If yes, please state name and relationship _____

If hired, would you have a reliable means of transportation to and from work? Yes ☒ No ☐

If hired, can you present evidence of your legal right to live and work in this country? Yes ☒ No ☐

State age if you are under 18 _____. If you are under 18, hire is subject to verification that you are of minimum legal age to work.

Are you able to perform the essential functions of the job for which you are applying? Yes ☒ No ☐

Acrobat

outsourcing
Your Hospitality Staffing Professionals

If no, describe the functions that cannot be performed. (Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.) _____

EDUCATION & SKILLS

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
PARLORIE BAPTIST HIGH SCHOOL	Houston TX	HIGH SCHOOL DIP	YES
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES	NO
Are you computer literate? If so, list software knowledge under "Special."		YES ✓	NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		YES	NO
Do you have any other experience, training, qualifications or special skills, which you feel make you especially suited for work at Acrobat Outsourcing? If so, please list under "Special."		YES	NO
Special: Food HANDLING CERTIFICATION			

EMPLOYMENT HISTORY

List below all present and past employment starting with your most recent employer (last 10 years is sufficient). Account for unemployment periods of three months or more.

Are you currently employed? Yes ☒ No ☐ If so, may we contact your current employer? Yes ☒ No ☐ {Self Employed}

Name and Address of Employer FIRST CLASS RESTAURANT 13326 SHIRAZ LN Houston TX 77053

Type of Business RESTAURANT Telephone No. (512) 955-1024 Supervisor's Name UGOLTA HAWKINS
Your Position and Duties SUPERVISOR, CUSTOMER SERVICE, COOK & BANQUET SERVER

Dates of Employment: From 2015 To DATE Weekly Pay: Starting \$13 per hr Ending

Reason for Leaving: n/a

Name and Address of Employer

Type of Business Telephone No. () Supervisor's Name

Your Position and Duties

Dates of Employment: From To Weekly Pay: Starting Ending

Reason for Leaving:

Name and Address of Employer

Type of Business Telephone No. () Supervisor's Name

Your Position and Duties _____

Dates of Employment: From _____ To _____ Weekly Pay: Starting _____ Ending _____

Reason for Leaving: _____

Name and Address of Employer _____

Type of Business _____ Telephone No. (____) _____ Supervisor's Name _____

Your Position and Duties _____

Dates of Employment: From _____ To _____ Weekly Pay: Starting _____ Ending _____

Reason for Leaving: _____

Have you ever been fired from any previous place of employment? If so, please explain: _____

MILITARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military? Yes___ No___

If so, describe: _____

JOB RELATED REFERENCES

List below three persons not related to you who have knowledge of your work performance within the last three years.

Name: PASTOR Sydney ERI - OMAHA Telephone No. (834) 489-2635

Address 10503 Rockledge Rd 105A Houston TX 77099

Occupation: PASTOR Relationship: PASTOR Number of Years Acquainted: OVER 5 YEARS

Name: _____ Telephone No. (____) _____

Address _____

Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

Name: _____ Telephone No. (____) _____

Address _____

Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

Please Read Carefully, Initial Each Paragraph and Sign Below

✓
I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material facts on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

✓
I hereby authorize Acrobat Outsourcing to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

✓
I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice and law enforcement agency and general public records history.

✓
I understand that if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 form in this regard within three days of my hire date.

✓
Acrobat Outsourcing is an at-will employer. I understand that nothing contained in the application, or conveyed during any interview, which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, with or without cause, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

I hereby acknowledge that I have read and understand the above statements.

Applicant's Signature

Uclwaa

Date

06/07/17

Prep Cooks Test

Score ¹⁵ / 20

Multiple Choice (1 point each)

failed

- C ~~X~~ 1) A gallon is equal to _____ ounces
- a. 56
 - b. 145
 - c. 32
 - d. 128
- C ~~✓~~ 2) Mesclun are what type of vegetable?
- a. Roots
 - b. Beans
 - c. Salad Greens
 - d. Spices
- C ~~X~~ 3) What does the term braise mean?
- a. Sear quickly on both sides
 - b. Slowly cook in covered pan with little liquid
 - c. Cook on high heat and quickly
 - d. Slowly cook in simmering water
- B ~~✓~~ 4) At what internal temperature must chicken be cooked so that it is safe to eat?
- a. 155 degrees F
 - b. 165 degrees F
 - c. 175 degrees F
 - d. 185 degrees F
- A ~~✓~~ 5) How do you blanch vegetables?
- a. Immerse for a short time in boiling water
 - b. Cook lightly in butter over med heat
 - c. Soak in cold water overnight
 - d. Rub with salt before cooking
- B ~~X~~ 6) Which of the following ingredients would you pack before measuring?
- a. Olive Oil
 - b. Salt
 - c. Brown Sugar
 - d. White Sugar
- B ~~X~~ 7) What is Al Dente?
- a. Firm but not hard
 - b. Soft to the touch
 - c. Very hard
 - d. Very soft
- A ~~X~~ 8) Food should be left out no more than
- a. 2 hours
 - b. 3 hours
 - c. 4 hours
 - d. 5 hours

Prep Cooks Test

- X 9) Which is the improper way to thaw frozen food?
- a. In the fridge
 - b. In a sink with cold water
 - c. On the counter
 - d. In the microwave
- X 10) Which of the following can you use to put out a grease fire?
- a. Baking Soda
 - b. Baking Powder
 - c. Flour
 - d. Water
- B ✓ 11) What is the temperature range of the danger zone?
- a. 25-135
 - b. 40-140
 - c. 50-160
 - d. 30-130
- X 12) Which of the following is listed from smallest to largest?
- a. Dice, chop, mince
 - b. Mince, chop, dice
 - c. Chop, dice, Mince
 - d. Mince, dice, chop
- C ✓ 13) Which direction should pan handles be turned while cooking on the stove?
- a. Over the fire at all times
 - b. Turned towards you for better control
 - c. Turned towards the right or left at all times
 - d. Over the countertop at all times
- B ✓ 14) When you poach something, you cook it with what?
- a. Noodles
 - b. Vegetables
 - c. Liquid
 - d. Oil
- X 15) Which spoon is used to remove fat from soups and stews?
- a. Basting Spoon
 - b. Ladle
 - c. Slotted Spoon
 - d. Portion Spoon
- E ✓ 16) Which of the following means to cook in a small amount of fat?
- a. Season
 - b. Sauté
 - c. Broil
 - d. Boil
 - e. Fry

Prep Cooks Test

B X

17) What is a Julien cut?

- a. Food cut into long thin strips, matchstick
- b. Food cut into long thin strips then turned and cut into a 1/8" dice
- c. Food diced into finely chopped and uniform pieces
- d. Cutting and peeling into oblong seven sided football like shapes

S X

18) To cook a food in a pan without browning over low heat until the item softens and releases moisture.

- a. Sweat
- b. Boil
- c. Roast
- d. Grill

Fill-in the Blank (1 point each)

19) SALT & ONION are the basic seasoning ingredients for all savory recipes.

20) DICE : to cut into very small pieces when uniformity of size and shape is not important.

chop

Name

Ugochi

Servers Test

Score 18 / 35

Multiple Choice

- D 1) Food is served on what side with what hand?
a) On the left side with the left hand
b) On the left side with the right hand
c) On the right side with the left hand
d) On the right side with the right hand
- B 2) Drinks are served on what side with what hand?
a) On the left side with the left hand
b) On the left side with the right hand
c) On the right side with the left hand
d) On the right side with the right hand
- D 3) Food and drinks are removed on what side with what hand?
a) On the left side with the left hand
b) On the left side with the right hand
c) On the right side with the left hand
d) On the right side with the right hand
- B 4) What part of a glass should you handle at all times?
a) The stem
b) The widest part of the glass
c) The top
- B 5) When you are setting a dining room how should you set up your tablecloths?
a) Neatly and evenly across the tables
b) The creases should all be going in the same directions
c) The chairs should be centered and gently touching the table cloth
d) All of the above
- D 6) If you bring the wrong entrée to a guest what should you do?
a) Go back into the kitchen and patiently wait in line behind the rest of the servers until it's your turn
b) Inform the guests that you will bring the correct entrée once everyone else in the dining room is served
c) Try to convince the guests to eat what you brought them
d) Go back into the kitchen to the front of the line and inform the expeditor that you need a different entrée

Match the Correct Vocabulary

F Scullery X

D Queen Mary X

E Chaffing Dish X

B French Passing ✓

G Russian Service ✓

A Corkscrew X

C Tray Jack ✓

- A. Metal buffet device used to keep food warm by heating it over warmed water
- B. Style of service where food is prepared or served individually at the dinner table to fit the customer's specific taste (i.e. providing dressing and pepper for salad or handing out bread to each patron)
- C. Used to hold a large tray on the dining floor
- D. Area for dirty dishware and glasses
- E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored
- F. Used to open bottles of wine
- G. Style of dining in which the courses come out one at a time

3pm

Interview Note Sheet

Applicant Information	
Name: <u>Ugochi Nwachu</u>	Interviewer: <u>Carmelle</u>
Date: <u>6/15/17</u>	Rate of Pay:
Position (s) Applied for: <u>Cook / Banquet Server</u>	Referred by: <u>Workforce</u>

Test Scores					
Server	/35	%	Bartender	/35	%
Prep Cook	/20	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:
<input checked="" type="radio"/> Full-Time
<input type="radio"/> Part-Time

Relevant Experience & Summary of Strengths

Total of 5 in Food Service/Hospitality

Available now
team player

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

Transportation

☒ Car☐ Public Transit☐ Carpool (Rider / Driver)

Regions Available to work:

☐ SF City☐ SF North☐ SF Peninsula☐ East Bay☐ Outer East Bay☐ San Jose☐ South San Jose☐ SJ PeninsulaSJ

Certifications (if any)

☐ TIPS☐ Serv-Safe☐ LEAD☐ Other _____☐ Will Submit

Availability

☐ Open☐ AM only☐ PM only☐ Weekdays only☐ Weekends onlyDetails: MDN - Feb Some Sat Some Sunday after church

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