

# Interview Note Sheet

## Applicant Information

Name: <u>Azar Reed</u>	Interviewer: <u>Steven Gonzalez</u>
Date: <u>7/12/17</u>	Rate of Pay:
Position(s) Applied for: <u>prep cook / Grill Cook/ server</u>	Referred by:

Job Experience						Seeking
Server	<u>9</u> / 35	%	Bartender	/ 35	%	
Prep Cook	<u>1</u> / 20	%	Barista	/ 15	%	
Grill Cook	<u>5</u> / 40	<u>75</u> %	Cashier	/ 15	%	
Dishwasher	<u>1</u> / 10	%	Housekeeping	/ 16	%	

Full-Time

Part-Time

## Relevant Experience & Summary of Strengths

Taco Bell / Chipotle Mexican Grill / Popeyes Chicken Total of \_\_\_\_\_ in Food Service/Hospitality

- 1. Knows how to cook and prepare food.
- 2. Work with other team members to insure customers experience.

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

<input checked="" type="checkbox"/> Car	<input type="checkbox"/> Public Transit	<input type="checkbox"/> Carpool ( Rider / Driver )
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<input checked="" type="checkbox"/> Kansas City, KS	<input type="checkbox"/> Overland Park, KS	<input checked="" type="checkbox"/> Kansas City, MO	<input type="checkbox"/> Independence, MO
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## Certifications (Many)

TiPS	Serv-Safe	LEAD	Other _____	Will Submit
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## Availability

<input checked="" type="checkbox"/> Open	<input type="checkbox"/> AM only	<input type="checkbox"/> PM only	<input type="checkbox"/> Weekdays only	<input type="checkbox"/> Weekends only
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## Uniforms Owned

Bistro	Black Bistro	Tuxedo	1/2 Tuxedo	Black Vest	Long Black Tie
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Chef Coat	Chef Pants	Knives	<input checked="" type="checkbox"/> Black Pants	<input checked="" type="checkbox"/> Non-Slip Shoes	Bow Tie	Other: _____
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Would you recommend this applicant for Acrobat Academy?	<input type="checkbox"/> Convention Candidate?	Other Languages Spoken:
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# Azar Reed

2405 NE 43<sup>rd</sup> St. #10

Kansas City, MO

816-299-1496

Reedazar24@gmail.com

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## Technical Skills

- Culinary math and cost control
- Recipe conversion
- Recipe costing
- Intro to food cost management
- Meat, Poultry, Fish and Shellfish fabrication
- Trained in kitchen safety, sanitation and health
- Classic and common knife cuts
- Baking and Pastry fundamentals
- Garde Manger

## EMPLOYMENT HISTORY

Popeyes Chicken Inc. Kansas, City, MO

8/2014 - 2/2015

Title : line Cook/prep cook

- Cooked poultry meat to correct temp
- Stock all item and place in the correct area
- Clean/sanitize all areas from lobby to back or the house

Taco Bell Inc Kansas City, MO

2/2015 – 8/2016

Title: line cook/prep cook

- Cook and prepare ordered food from customers
- Follow restaurants guidelines for recipes and portion sizes
- Work with other members of the team to put out the food fast and correctly

Chipotle Mexican Grill, Liberty, MO

11/2016 - 6/2017

Title (Cook, Line Cook, Garde Manger....)

- Cook ordered items to customers specifications
- Follow restaurants guidelines for recipes and plate presentation
- Work with other team members to insure customers experience is exceptional

## EDUCATION

L'École Culinaire, Kansas City, MO 04/06/2015 - Present

Diploma Program

Major: Culinary Fundamentals

Anticipated Graduation: 01/10/2015

## Awards:

Top Student Scholarship

Perfect Attendance

Presidents List

**REFERENCES:**      *Furnished upon request*

## 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 Azar R Reed Jr. Date: 07/13/17

Home Telephone (616) 299 1496 Other Telephone (        )

Present Address 2405 NE 43rd St Apt 10

Permanent Address, if different from present address: \_\_\_\_\_

Email Address reedazar24@gmail.com

**EMPLOYMENT DESIRED**

Position applying for: Line Cook Salary desired: 12.00

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

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 \_\_\_\_\_ 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? now

*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	X				X	X	X
PM	X	X	X	X	X	X	X

# Acrobat

outsourcing  
Your Hospitality Staffing Professionals

## EDUCATION & SKILLS

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
North Kansas City	Kansas City, MO	Grad	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: Construction			

## 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   
Yes  No  If so, may we contact your current employer?

Name and Address of Employer Chipotle Inc. Liberty, MO

Type of Business Mexican Grill Telephone No. ( ) N/A Supervisor's Name

Your Position and Duties Cook & Cook clean and make food correctly

Dates of Employment: From 11/16 To 06/17 Weekly Pay: Starting 11.00 Ending 11.00

Reason for Leaving: moving and management

Name and Address of Employer Poppy chicken Inc

Type of Business Restaurant Telephone No. ( ) N/A Supervisor's Name

Your Position and Duties Cook cleaned clean presentation

**JOB RELATED REFERENCES**

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

Name: Glenn Jennings Robert McDay Telephone No. (616) 666 7914

Address N/A

Occupation: friend /class mate Relationship: 5 yrs Number of Years  
Acquainted: 2

Name: \_\_\_\_\_ Telephone No. (\_\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: \_\_\_\_\_ Number of Years  
Acquainted: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone No. (\_\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: \_\_\_\_\_ Number of Years  
Acquainted: \_\_\_\_\_

**Grill Cooks Test**

**Score 8 / 40**

**Multiple Choice Test (1 point each)**

- 1) How much time should you take to wash your hands with soap?**  
a) 1 minute  
 b) 20 seconds  
c) Time does not matter, water temperature does  
d) 5 minutes
  
- 2) The recommended temperature for your refrigerator is...**  
a) 45°F  
 b) 50°F  
 c) 40°F  
d) 20°F
  
- 3) Food handlers must always wash their hands**  
a) Before starting work  
b) Switching between handling raw and ready-to-eat food  
c) After going to the restrooms  
 d) All of the above
  
- 4) The most important reason for having food handlers wear hair restraints is to**  
 a) Prevent food from getting into food handlers' hair  
 b) Prevent food handlers from contaminating their hands by touching their hair  
c) Keep the food handlers' hair in place  
d) None of the above
  
- 5) Which of these conditions requires immediate corrective action?**  
a) Packaged food items are stored at least 6 inches above the floor  
b) Ice is being used to cool beef stew in a shallow pan  
 c) Raw meats are stored on a shelf above ready-to-eat egg salad in the walk-in cooler  
d) Raw fish is stored above raw chicken in the walk-in freezer
  
- 6) Bacteria grow best in the temperature "danger zone" which includes temperatures between?**  
a) 0°F and 100°F  
 b) 32°F and 220°F  
 c) 41°F and 135°F  
d) 39°F and 178°F
  
- 7) After cutting raw chicken, what should be done before the cutting board is used for slicing onions for salad?**  
a) Clean the cutting board with a wet wiping cloth  
b) Turn the board over and use the other side  
 c) Rinse the board with running water  
 d) Wash, rinse, and sanitize the board prior to slicing the onions
  
- 8) Which of the following is NOT an approved method to thaw potentially hazardous foods?**  
 a) In a microwave oven  
b) During the cooking process  
c) Under cool running water  
 d) On a clean counter, at room temperature
  
- 9) Wiping cloths stored submerged in a bucket of sanitizing solution are for:**  
 a) Wiping spills only  
b) Washing hands if the hand sinks are too far away  
 c) Sanitizing the blade of utensils such as knives  
d) Maintaining moisture on the wiping cloth

## Grill Cooks Test

19) Which of the following best describes the process of Caramelization?

- a) To cook quickly in a pan on top of the stove until food is browned
- b) Process through which natural sugars in food become browned and flavorful while cooking
- c) Cooking method by which food is browned in fat, then cooked, tightly covered, in liquid at low heat
- d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

20) What temperature should chicken be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

21) What temperature should ALL ground meat be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

22) What temperature should fish be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

23) What is a roux and what is it used for? (2 points)

To thicken Sauce

24) What is the process of making clarified butter, and why is clarified butter used? (3 points)

To cook at a higher cooking point

25) What are the 5 mother sauces? (5 points)

1. Hollandaise
2. Velvete
3. Bechamel
4. Espagnole
5. White

26) What does it mean to season a grill and why is this process important? (3 points)

Oil and Salt to get more flavor and Depth

27) What are the ingredients in Hollandaise sauce? (5 points)

two eggs / butter 6 Oz 3 Oz for each egg

**Servers Test**

**Multiple Choice**

- 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
- 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
- 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
- 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
- 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
- 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 dinning 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**

A Scullery

B Queen Mary

C Chaffing Dish

D French Passing

E Russian Service

F Corkscrew

G 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

## Prep Cooks Test

Score / 20

Multiple Choice (1 point each)

- 1) A gallon is equal to \_\_\_\_\_ounces  
a. 56  
b. 145  
c. 32  
d. 128
- 2) Mesclun are what type of vegetable?  
a. Roots  
b. Beans  
c. Salad Greens  
d. Spices
- 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
- 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
- 5) How do you blanche 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
- 6) Which of the following ingredients would you pack before measuring?  
a. Olive Oil  
b. Salt  
c. Brown Sugar  
d. White Sugar
- 7) What is Al Dente?  
a. Firm but not hard  
b. Soft to the touch  
c. Very hard  
d. Very soft
- 8) Food should be left out no more than  
a. 2 hours  
b. 3 hours  
c. 4 hours  
d. 5 hours

## Prep Cooks Test

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

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 & pepper are the basic seasoning ingredients for all savory recipes.

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



## SENSITIVE BUT UNCLASSIFIED

**Case Verification Number:** 2017194133816GK

Report Prepared: 07/13/2017

**Company Information**

Company ID: 139349

Company Name: Acrobat Outsourcing

**Employee Information**

Last Name: Reed

First Name: Azar

Date of Birth: 04/13/1998

Social Security Number: \*\*\* \* 0973

Hire Date: 07/13/2017

Citizenship Status: A citizen of the United States

**Document Information**

List B Document: Driver's license or ID card issued by a U.S. state or outlying possession

List C Document: Social Security Card

Document Name: Driver's license

Document State: Missouri

Driver's License or ID Card Number:

Document Expiration Date: 04/13/2020

**Case Status Information**

Final Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 07/13/2017

Case Submitted By: CMAR1494

Closed On: 07/13/2017

Closed By: CMAR1494

Closure Statement: The employee continues to work for the employer after receiving an Employment Authorized result.

SENSITIVE BUT UNCLASSIFIED