

Interview Note Sheet

Applicant Information

Name: Brigitte Mirosh	Interviewer: Shelly
Date: 7-19-2017	Rate of Pay: 9.25-11
Position (s) Applied for: Any	Referred by: 2nd chance program

Job Scores					Position
Server	16 /35	%	Bartender	/35	%
Prep Cook	/20	%	Barista	/15	%
Grill Cook	29 /40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	13/16	%

Position
Full-Time
Part-Time

Relevant Experience & Summary of Strengths

Total of _____ in Food Service/Hospitality

SERVING EXPERIENCE
- last job UPS
- has a car!

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

Transportation

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
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:

Bridget Mirosh

3738 Mersington Avenue · Kansas City · MO · 64128
· {Cell}: 816-739-8113 ·
{Email} bmirosh1989@gmail.com

Skills

Customer Service
Retail Sales
High Volume Experience
Cash Register Operation
Cash Handling
Bar Code Scanner
Shipping & Receiving
Loading & Unloading
FIFO
Inventory

Quality Control
Money Drops / Deposits
Keyholder Responsibilities
Phone Answering Skills
Computer Literate
Serving
Menu Creation
Food Preparation
Salad Preparation
Cold Preparation

Knife Skills
Plate Presentation
From-Scratch Recipes
Ability to Follow Recipes
Stock Rotation
Adaptable
Quick Learner
Good Communication
Dependable
Strong Work Ethic

Relevant Experience

Snelling, LLC

Mail Sorter

Read labels on packages to properly place mail on sorter machine. Shipped packages to appropriate destinations. Completed Department Lead training to be promoted within company.

February 2017 – May 2017
Kansas City, MO

Club at Marimack

Club House Attendant

Assisted Club members with a variety of customer service needs, including tending to golf carts, preparing and serving food orders, preparing and serving drink orders, handling cash, and any other items that may arise. Assisted with variety of problem solving items, including golf course layout and play direction.

February 2016 – May 2016
Kearney, MO

Porter's

Cashier

Problem solved with customers that came into the store to assist them with whatever hardware needs they had. Provided exemplary customer service skills in person at the store, over the phone, as well as maintaining great customer service with all other employees and vendors. Operated cash register for financial transactions, including handling cash and counting correct change. Performed inventory duties to ensure accurate stock count. Assisted with advertisement placement in-store.

October 2015 – May 2016
Kearney, MO

Miguel & Lefty's

Server

Greeted customers with smile and personality, assisted them to appropriate dining area. Took food orders to specification and communicated all details with kitchen staff. Delivered all food to customers promptly and assisted with any other customer requests. Assisted with food prep on line when short staffed in kitchen, including cold and hot prep. Completed all necessary opening and closing duties in Front of House. Understanding of FIFO principles.

May 2012 – October 2013
Plattsburg, MO

United Postal Service (UPS)

Pre-Loader, Clerk, Driver's Helper

Removed packages from pre-load dock area to be sorted to the appropriate area. Utilized bar code scanning equipment to redirect packages to the correct department. Assisted with the delivery of packages to customers' homes using the established dyad system. Maintained exemplary customer service communication with all customers, fellow employees, vendors and employers.

July 2011 – January 2012
Saint Joseph, MO

Education

Maple Woods Community College

General Education Courses

2009 - 2010

Gladstone, MO

Maple Woods Community College

General Education Diploma

2008

Gladstone, MO

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 Bridget Mirosh Date: _____
 Home Telephone (816) 739-8113 Other Telephone (816) 204-1034
 Present Address 3738 Mersington Ave, Kansas City, MO 64128
 Permanent Address, if different from present address: _____
 Email Address bmirosh1989@gmail.com

EMPLOYMENT DESIRED

Position applying for: _____ Salary desired: \$9.00/hr

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 Brittney Peterson 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? 7/24/17

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 <u>AVAILABLE DAILY</u>	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
AM	<u>7:00</u>	<u>7:00</u>	<u>7:00</u>	<u>7:00</u>	<u>1:00 pm</u>	<u>7:00</u>	<u>7:00</u>
PM	<u>8:00</u>	<u>8:00</u>	<u>8:00</u>	<u>8:00</u>	<u>8:00 pm</u>	<u>2:00</u>	<u>2:00</u>

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

August 21st, September 8, 9, 16

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

Your Position and Duties cashier/customer service: operated cash register, assisted customers with hardware questions and needs, advertisement placement.
Dates of Employment: From Oct 2015 To May 2016 Weekly Pay: Starting \$8.00/hr Ending \$8.50 Placement.

Reason for Leaving: Personal reasons

Name and Address of Employer Miguel and Lefty's BBQ 502 N. 7th St, Plattsburg, MO 64477

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

Your Position and Duties waitress: took food orders, served customers orders, helped with food prep, blessed tables, general cleaning.

Dates of Employment: From May 2012 To Oct 2013 Weekly Pay: Starting \$3.00/hr Ending \$3.00/hr

Reason for Leaving: Business closed permanently

Have you ever been fired from any previous place of employment? If so, please explain: terminated upon promotion due to background check. - Snelling LLC

MILITARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military? Yes No X
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: John McDaniel Telephone No. (816) 645-3363

Address 1520 E 18th St., K. C., MO

Occupation: Partner Relationship: housekeeping Number of Years Acquainted: 7

Name: Tawanda Sanders Client Telephone No. (816) 368-7576

Address 1010 Century Dr., K.C., MO

Occupation: Warehouse Lead Relationship: previous supervisor Number of Years Acquainted: 1

Name: Leny Malone Telephone No. (713) 824-0350

Address 710 W Walnut, Plattsburg, MO 64477

Occupation: Retired Business Owner Relationship: previous supervisor Number of Years Acquainted: 5

Grill Cooks Test

Score 78 / 40

Multiple Choice Test (1 point each)

b 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

a/c 2) The recommended temperature for your refrigerator is...
 a) 45°F
 b) 50°F
 c) 40°F
 d) 20°F

d 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

d 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

c 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

c 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

d 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

d 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

a 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

b 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

C 20) What temperature should chicken be cooked to?

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

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

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

C 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)

A cream sauce made ~~of~~ with starch
used for thickening

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

melting butter and letting it cool, scooping the
hardened butter (fat) off of the top, leaving the liquid.

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

- 1.
- 2.
- 3.
- 4.
- 5.

It has less fat, it is a pure butter.

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

to oil and salt the grill. It removes food particles
without using water and soap which would rust.

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

Name: Bridget Mirosh

Score 13/14

Housekeeping Test

03010

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. False
4. True or False: Dusting is most commonly used for cleaning walls, ceiling, doors, windows and furniture. True
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?

Flag room, notify supervisor, follow steps of bed bug removal.

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

Take them to the supervisor to see if the guests can be contacted and notified.

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

A disinfectant kills germs on contact, a cleaning solution is for more delicate surfaces that could be damaged by chemicals in disinfectants.

Name Bridget Mirosh
Score 16/35

Servers Test

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

a 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

b 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

a 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

d 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

a 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

5/10

WENT OVER
ANSWERS

Match the Correct Vocabulary

E Scullery
 G Queen Mary
 D Chaffing Dish
 A French Passing
 B Russian Service
 F Corkscrew
 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