

## Interview Note Sheet

Applicant Information	
Name: <u>Malik</u>	Interviewer: <u>Yasser</u>
Date: <u>7/21/17</u>	Rate of Pay: <u>\$10</u>
Position (s) Applied for: <u>project person</u>	Referred by: <u>Izaiah Miller</u>

Test Scores					
Server	/35	%	Bartender	/30	%
Prep Cook	/15	%	Barista	/10	%
Grill Cook	/40	%	Cashier	/10	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:
<u>Full-Time</u>
Part-Time

Relevant Experience & Summary of Strengths
<p><b>Total of _____ in Food Service</b></p> <p><i>Marston Clean animal rescue large building</i></p> <p><i>crew maintenance taco bell</i></p> <p><i>overnights project manager</i></p>
P.O.S. Experience: Y / N details: _____

Transportation
<input checked="" type="radio"/> Car <input type="radio"/> Public Transit <input type="radio"/> Carpool ( Rider / Driver )

Regions Available to work:
<input type="radio"/> Metro Area <input checked="" type="radio"/> Polk County <input type="radio"/> Indianola <input type="radio"/> Warren County

Certifications (if any)
<input type="checkbox"/> TIPS <input type="checkbox"/> Serv-Safe <input type="checkbox"/> LEAD <input type="checkbox"/> Other _____ <input type="checkbox"/> Will Submit

Availability
<input checked="" type="radio"/> Open <input type="radio"/> AM only <input type="radio"/> PM only <input type="radio"/> Weekdays only <input type="radio"/> Weekends only

Details: \_\_\_\_\_

Uniforms Owned:
<input type="checkbox"/> Bistro <input type="checkbox"/> Black Bistro <input type="checkbox"/> Tuxedo <input type="checkbox"/> 1/2 Tuxedo <input type="checkbox"/> Black Vest <input type="checkbox"/> Long Black Tie <input type="checkbox"/> Chef Coat <input type="checkbox"/> Chef Pants <input type="checkbox"/> Knives <input type="checkbox"/> Black Pants <input type="checkbox"/> Non-Slip Shoes <input type="checkbox"/> Bow Tie <input type="checkbox"/> Other: _____

Would you recommend this applicant for Acrobat Academy?	Convention Candidate?	Other Languages Spoken:
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# MALIK CRAFT

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## CUSTOMER SERVICE PROFESSIONAL

MAINTENANCE | CASH HANDLING | FOOD PREPARATION

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## EDUCATION

### HIGHSCHOOL DIPLOMA

May 2016

Scavo High School, Des Moines, IA

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## EXPERIENCE

### SERVICE CHAMPION

Oct. 2015 – Present

Taco Bell, Des Moines, IA

- Provide customer service, food preparation, Manage hundreds of dollars on daily basis.
- Accept payment from customers and make changes if necessary.
- Notify kitchen personnel of shortages on special orders
- Prepare daily food items with safety and care.

### GENERAL MAINTENANCE

Mar. 2015– Sep. 2015

Marsden Building Maintenance, Des Moines, IA

- Designed curriculum modified for 25 at-risk high school students in math, science, and English
- Service, clean and supply restrooms.
- Move heavy furniture
- Gather and empty trash
- Steam clean and shampoo carpets

### CREW MEMBER

Jun. 2013 – Sep. 2013

Popeyes Chicken, Des Moines, IA

- Provided excellent Customer service
  - Perform various financial activities, such as cash handling, deposit preparation, and payroll.
  - Supervise and participate in kitchen and dining area cleaning activities.
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## ADDITIONAL SKILLS

- Awarded Pat Gants-Korpel Scholarship



Name: Malik Craft

Score 11 /14

Housekeeping Test

76%

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 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?

Contact a Manager, Ask a position higher up what to do.
10. What do you do if you find Lost and Found items in a guest rooms?

Take the items to the front desk.
11. Describe the difference between a disinfectant and a cleaning solution?

Disinfectant spray is something that goes on surfaces  
cleaning solution can be used for Multiple purposes.