

Interview Note Sheet

Applicant Information	
Name: <u>Trevor Celestine</u>	Interviewer: <u>Shelby D</u>
Date: <u>7-20-2017</u>	Rate of Pay: <u>9.25-11</u>
Position (s) Applied for: <u>Any</u>	Referred by: <u>reStart</u>

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

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

Relevant Experience & Summary of Strengths
<p>Total of _____ in Food Service/Hospitality</p> <ul style="list-style-type: none"> - Last job LSI, left because trying he moved. - in process of taking care of warrants - looking temp to hire - willing to go anywhere that bus travels to. - has food handlers/liquor license - worked FOT and BOT
P.O.S. Experience: Y / N details: _____

Transportation
<input type="radio"/> Car <input checked="" type="radio"/> Public Transit <input type="radio"/> Carpool (Rider / Driver)
Regions Available to work
<input checked="" type="radio"/> Kansas City, KS <input checked="" type="radio"/> Overland Park, KS <input checked="" type="radio"/> Kansas City, MO <input type="radio"/> Independence, MO

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 checked="" type="checkbox"/> Bistro <input checked="" 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 checked="" type="checkbox"/> Black Pants <input checked="" type="checkbox"/> Non-Slip Shoes <input type="checkbox"/> Bow Tie <input type="checkbox"/> Other: _____
Would you recommend this applicant for Acrobat Academy? <input type="checkbox"/>
Convention Candidate? <input type="checkbox"/>
Other Languages Spoken: _____

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

First and Last Name: TREVOR CELESTINE
Email: TREVORCELESTINE@YAHOO.COM
Phone number: (816) 299-5301

Working Experience:

Company Name: LSI Midwest Lighting
Dates of Employment: 3-21-2013 - 4-1-2016
Job Responsibility:

- ASSEMBLE lights
- PACKAGE lights
- SUPERVISE line
- WORK AT A VERY BUSY PLACE

Company Name: GATES BBQ
Dates of Employment: 3-20-2010 - 3-20-2013
Job Responsibility:

- COOK
- PREP food
- DISWASHER
- MARINATE food

Company Name: Preston Daycare
Dates of Employment: 1-29-2000 - 3-10-2010
Job Responsibility:

- CUT GRASS
- RAKE leaves
- REMOVE lead
- BABYSIT children

Skills

- cable installation
- COOK
- Forklift Certified
- Veterinary Assistant

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 TREVOR CELESTINE Date: 7-20-2017
Home Telephone (816) 361-6450 Other Telephone (816) 8299-5301
Present Address 918 E 9th Street
Permanent Address, if different from present address: 918 E. 9th Street
Email Address trevorcelestine@yahoo.com

EMPLOYMENT DESIRED

Position applying for: Open Salary desired: open
Are you currently registered with any staffing and/or employment agencies? If so, please list
N/A
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: open To: open
How did you find out about our open position? (Please check fill in proper name of source):
Referral ☒ Name of Referral Restart 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	<u>N/A</u>	<u>open</u>	<u>open</u>	<u>open</u>	<u>open</u>	<u>open</u>	<u>open</u>
PM	<u>N/A</u>	<u>open</u>	<u>open</u>	<u>open</u>	<u>open</u>	<u>open</u>	<u>open</u>

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

PERSONAL INFORMATION

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

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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.) N/A

EDUCATION & SKILLS

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
Bishop Hagan	Kansas City Mo.	Diploma	YES
Do you have any special licenses, certificates or special training? If so please list under "Special".			
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:			

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 Yes ☒ No No

Name and Address of Employer LSI Midwest Lighting 100 Funston Road K.C.K

Type of Business Warehouse Telephone No. (913) 281-1100 Supervisor's Name Agada Gonzalez

Your Position and Duties PACKAGER / ASSEMBLE light fixtures

Dates of Employment: From 3-21-13 To 4-1-16 Weekly Pay: Starting 8.00 hr Ending 9.00 hr

Reason for Leaving: moved to TEXAS for better career

Name and Address of Employer Gates B.B.Q 4901 Paseo Kansas City Missouri

Type of Business Restaurant Telephone No. (816) 923-0900 Supervisor's Name Donte Kelly

Your Position and Duties COOK and prepare Barbeque

Dates of Employment: From 3-20-10 To 3-20-13 Weekly Pay: Starting 7.50 hr. Ending 7.75 hour

Reason for Leaving: started at LSI Midwest lighting for better money

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 Preston Daycare 7301 Tracy Kansas City Mo.

Type of Business Daycare Telephone No. (816) 444-9923 Supervisor's Name Mrs. Preston

Your Position and Duties maintenance / make sure daycare passed every state inspection.

Dates of Employment: From 1-29-2000 To 3-10-2010 Weekly Pay: Starting 7.00 hr. Ending 10.00 hr.

Reason for Leaving: Mrs. Preston retired.

Have you ever been fired from any previous place of employment? If so, please explain: NO.

MILITARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military?
If so, describe: _____

Yes _____ No ☒

JOB RELATED REFERENCES

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

Name: Reggie Dickerson Telephone No. (214) 566-7069

Address 7210 Cascade Court Fort Worth Texas

Occupation: Truck driver Relationship: Friend Number of Years Acquainted: 25

Name: Theresa Woods Telephone No. (816) 398-0799

Address 3901 Bales

Occupation: Accountant Relationship: Godmother Number of Years Acquainted: 20

Name: Kisha Johnson Telephone No. (816) 824-0286

Address 3918 Marsh

Occupation: Nurse Relationship: Friend Number of Years Acquainted: 21

Please Read Carefully, Initial Each Paragraph and Sign Below

T.C.

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.

T.C.

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.

T.C.

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.

T.C.

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.

T.C.

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



Date

7-20-2017

Cashier Test

Score 10/15

B

- 1) A roll of quarters is worth?
a) \$5.00
b) \$10.00
c) \$15.00
d) \$20.00

A

- 2) A roll of dimes is worth?
a) \$5.00
b) \$4.00
c) \$3.00
d) \$2.00

D

- 3) A roll of nickels is worth?
a) \$8.00
b) \$6.00
c) \$4.00
d) \$2.00

A

- 4) A roll of pennies is worth?
a) \$1.00
b) \$0.75
c) \$0.50
d) \$0.25

B

- 5) What does POS stand for?
a) Patience over standards
b) Percentage of sales
c) Point of sales
d) People over service

C

- 6) What is the current sales tax rate in your city _____?

C

- 7) A customer buys a bowl of soup for \$1.25, an apple \$0.90 and a soda is \$0.79. If you are given \$10.00 how much change should you give back?
- $$\begin{array}{r} 1.25 \\ 0.90 \\ 0.79 \\ \hline 2.94 \end{array}$$

$$\begin{array}{r} 10.00 \\ - 2.94 \\ \hline 7.06 \end{array}$$
- a) \$4.06
b) \$2.06
c) \$7.06
d) \$5.06

B

- 8) A customer buys two shirts for 10.50 each and two ball caps for \$7.25 each. If you are given \$50.00 how much change should you give back?
- $$\begin{array}{r} 10.50 \\ 20.00 \\ 7.25 \\ \hline 28.25 \end{array}$$

$$\begin{array}{r} 21.00 \\ 14.50 \\ \hline 35.50 \end{array}$$

$$\begin{array}{r} 50.00 \\ - 35.50 \\ \hline 14.50 \end{array}$$
- a) \$19.50
b) \$14.50
c) \$9.50
d) \$4.50

D

- 9) A customer buys soda for \$3.75 and a hot dog for \$4.25. If you are given \$20.00 how much change should you give back?
- $$\begin{array}{r} 3.75 \\ 4.25 \\ \hline 8.00 \end{array}$$

$$\begin{array}{r} 20.00 \\ - 8.00 \\ \hline 12.00 \end{array}$$
- a) \$6.00
b) \$8.00
c) \$10.00
d) \$12.00

A

- 10) A customer buys two hamburgers at \$3.75 each, two bags of chips at \$1.25 each, two cookies at \$2.50 each and two sodas at \$3.25 each. If you are given \$100.00 how much change should you give back?
- $$\begin{array}{r} 3.75 \\ 3.75 \\ \hline 7.50 \\ 2.50 \\ \hline 10.00 \\ 9.90 \\ 6.50 \end{array}$$

$$\begin{array}{r} 17.80 \\ 16.40 \\ \hline 34.20 \\ 7.50 \\ 2.50 \\ \hline 44.20 \end{array}$$

$$\begin{array}{r} 7.50 \\ 2.50 \\ \hline 10.00 \end{array}$$
- a) \$78.50
b) \$58.50
c) \$38.50
d) \$28.50

67/10

Name: TREVOR CELESTINE

Score 11/14

Housekeeping Test

70070

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?
dispose of them
10. What do you do if you find Lost and Found items in a guest rooms?
turn it into your supervisor
11. Describe the difference between a disinfectant and a cleaning solution?
germs / sanitize
one is for germs cleaning is for dirt.

Multiple Choice (1 point each)

- C 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
- D 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 6) Which of the following ingredients would you pack before measuring?
a. Olive Oil
b. Salt
c. Brown Sugar
d. White Sugar
- D 7) What is Al Dente?
a. Firm but not hard
b. Soft to the touch
c. Very hard
d. Very soft
- 2 8) Food should be left out no more than
a. 2 hours
b. 3 hours
c. 4 hours
d. 5 hours

30%
WENT OVER
ANSWERS

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) Shake & Bake are the basic seasoning ingredients for all savory recipes.
- 20) Julien: to cut into very small pieces when uniformity of size and shape is not important.



REGULATED INDUSTRIES
NHS DEPARTMENT
CITY OF KANSAS CITY MO

ADULT LIQUOR

Permit Number
201610074952

Permit Expires
12/01/2019

HEIGHT WEIGHT
6' 0" 290
DOB
01/29/1975

HAIR EYES SEX
BK BR MALE
DRIVERS LICENSE # / STATE
U213200023 / MO

TREVOR K CELESTINE

Trevor Celestine

* Not to be used as a valid form of ID

Kansas City, MO
Health Department

Food Handler

Trevor Celestine



Issue Date Expiration Date
12/22/2016 12/8/2019



Public Health



SENSITIVE BUT UNCLASSIFIED

Case Verification Number: 2017202170750FU

Report Prepared: 07/21/2017

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Employee Information

Last Name: Celestine

First Name: Trevor

Date of Birth: 01/29/1975

Social Security Number: *** ** 8117

Hire Date: 07/21/2017

Citizenship Status: A citizen of the United States

Document Information

List B Document: ID card issued by a U.S. federal, state or local government agency

List C Document: Social Security Card

Case Status Information

Final Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 07/21/2017

Case Submitted By: SGON7369

Closed On: 07/21/2017

Closed By: SGON7369

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

SENSITIVE BUT UNCLASSIFIED