

# Interview Note Sheet

## Applicant Information

Name: <u>Tamisha Thomas</u>	Interviewer: <u>Steven Gonzalez</u>
Date: <u>8/2/17</u>	Rate of Pay:
Position (s) Applied for: <u>Server/Prep cooks/Grill cooks</u>	Referred by:

## Test Scores

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

SEE TIME
Full-Time
Part-Time

## Relevant Experience & Summary of Strengths

Thomas has a degree in Culinary,  
experience with warehouse, customer experience.

Total of \_\_\_\_\_ in Food Service/Hospitality

P.O.S. Experience: Y / N details: \_\_\_\_\_

## Transportation

Car (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:



**T.T.**

**TAMISHA THOMAS**

**TAMISHATHOMAS761@YAHOO.COM**

**(816)673-8332**

## **SKILLS**

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**Excellent communication skills:**  
Delegate and communicate effectively. Communicate using proper chain of command.

**Flexible team player:**  
Effective conflict resolution and mediation. Work with team resulting in successful project outcome.

**Highly critical thinker:**  
Task assessment and management. Effective in-depth analysis/assessment of problems and finding solutions.

## **REFERENCES**

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Provided upon request

## **EXPERIENCE**

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**ALLIED STAFFING - TEMP • NORTH KANSAS CITY, MO  
4-1-17 TO PRESENT**

- Temp staff for warehouse locations
- Packaging, stocking items
- Organizing and tagging items
- Process orders

## **EDUCATION**

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**L'ECOLE CULINAIRE • KANSAS CITY, MO • 3/21/16 -12/2016**  
**Diploma, Culinary Fundamentals (Graduated 12/25/16)**

- Cooking Essentials 1 & 2
- Meat & Poultry Fabrication
- Fish & Shellfish Fabrication
- Culinary Math & Food Costing
- International Cuisine
- American Regional Cuisine
- Garde Manger
- Art & Technique of Baking & Pastry
- Menu Development, Buffet Planning and Service
- Cookery

## **AWARDS:**

Perfect Attendance  
Dean's List

## 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 Tamisha Thomas Date: 8/2/17  
Home Telephone (816) 724-2321 Other Telephone ( )  
Present Address 2327 Merington Ave 64127  
Permanent Address, if different from present address: - SNA -  
Email Address Tamisha Thomas 761@ymhoo.com

### EMPLOYMENT DESIRED

Position applying for: prep-cook, serving, or cook Salary desired: 11-  
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: 7AM To: 3pm  
How did you find out about our open position? (Please check fill in proper name of source):  
Referral ☒ Name of Referral Leode, Celmary 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? any time

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	X	
PM							

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:  
Court Sept. 19 and graduation August 18

### 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 \_\_\_\_\_

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?  
If so, describe: \_\_\_\_\_

Yes \_\_\_\_\_ No X

## JOB RELATED REFERENCES

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

Name: Jay Williams Telephone No. (816) 304-6630

Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: Friend Number of Years Acquainted: 16 years

Name: Jameta Vincent Telephone No. (816) 988-1918

Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: Friend Number of Years Acquainted: 22 years

Name: Wylene Henderson Telephone No. (816) 325-9378

Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: Friend Number of Years Acquainted: 9

Name \_\_\_\_\_

## Servers Test

Score 25 / 35

### Multiple Choice

- a 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
- a 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
- 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

- |                          |  |
|--------------------------|--|
| <u>E</u> Scullery        | A. Metal buffet device used to keep food warm by heating it over warmed water  |
| <u>A</u> Queen Mary      | <del>B.</del> 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) |
| <u>D</u> Chaffing Dish   | <del>C.</del> Used to hold a large tray on the dining floor  |
| <u>B</u> French Passing  | <del>D.</del> Area for dirty dishware and glasses  |
| <u>G</u> Russian Service | <del>E.</del> Large metal shelving unit for prepared food to be held or for dirty trays to be stored   |
| <u>F</u> Corkscrew       | <del>F.</del> Used to open bottles of wine   |
| <u>C</u> Tray Jack       | <del>G.</del> Style of dining in which the courses come out one at a time  |

## Grill Cooks Test

Score 2 / 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
- 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
- A 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



SENSITIVE BUT UNCLASSIFIED

**Case Verification Number: 2017214174611LP**

Report Prepared: 08/02/2017

**Company Information**

Company ID: 139349

Company Name: Acrobat Outsourcing

**Employee Information**

Last Name: thomas

First Name: tamisha

Date of Birth: 07/11/1986

Social Security Number: \*\*\* \*\* 9912

Hire Date: 08/02/2017

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: 07/11/2022

**Case Status Information**

Current Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 08/02/2017

Case Submitted By: SGON7369

SENSITIVE BUT UNCLASSIFIED