

# Interview Note Sheet

Applicant Information	
Name: <u>Frederick Alan Patten</u>	Interviewer: <u>Steven Gonzalez</u>
Date: <u>8/10/17</u>	Rate of Pay:
Position (s) Applied for:	Referred by:

Test Scores					
Server	/35	%	Bartender	/35	%
Prep Cook	<u>9</u> /20	<u>50</u> %	Barista	/15	%
Grill Cook	<u>13</u> /40	<u>65</u> %	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking
Full-Time
Part-Time

Relevant Experience & Summary of Strengths
<p>Experience - cooking experience in McDonalds          worked at the Hallmark Distribution Center,          (packing products to fill orders) (shipping and receiving)</p> <p style="text-align: right;"><b>Total of _____ in Food Service/Hospitality</b></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 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 checked="" 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:

# Frederick Alan Patton II

Current: 7303 E 108th Terrace  
Kansas City, MO 64134  
(816) 799-4980

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fpatton06@Gmail.com

## OBJECTIVE

To obtain a position that will enable me to use my strong organizational skills, Leadership skill as well past work background, and ability to work well and motivate people.

## HIGHLIGHTS OF SKILLS

- |   |  |
|---|--|
| ♦ Experience with teamwork and creativity   | ♦ Experience in group/team planning          |
| ♦ Ability to plan, organize, and prioritize | ♦ Good communication skill                   |
| ♦ Adept problem solving skills              | ♦ Ability to lead by example                 |
| ♦ Experience in working with youth/students | ♦ Proficient in Microsoft office and Windows |

## EDUCATION

- |   |       |             |
|---|-------|-------------|
| <i>Bachelor of Science: Health/ Physical Education and Recreation</i> | 1 YR  | Dec of 2010 |
| Missouri Western State University (MOWEST), St. Joseph, Missouri      |       |             |
| Education self-funded through part time work and scholarship          |       |             |
| <i>Associates Degree: Corporate Rec/ Park and Recreation</i>          | 2 YRS | May 4, 2009 |
| Johnson County Community College: Johnson County, Kansas              |       |             |
| Education self-funded through part time work and scholarship          |       |             |

## PROFESSIONAL EXPERIENCE

- |   |                     |
|---|---------------------|
| <i>Order Processor</i>  | Feb. 2017 ~ Present |
| Hallmark Distribution Center  |                     |
| Liberty, MO   |                     |
| <ul style="list-style-type: none"><li>• ~ Picking products to fill orders</li><li>• ~ Shipping and receiving product</li><li>• ~Cleaning work area after each shift</li></ul> |                     |

*Team Leader (dorm Supervisor) current\* 3 YRS*  
*Group Leader (dorm Assistant Supervisor) ~ 1 YR*  
*Boy's and Girls assistant varsity basketball coach ~ 3 YRS*  
*Youth Counselor ~ 1 YR*

Clarinda Academy, Clarinda, IA

Feb 2012 ~ Feb 2017

- ~ Youth Counselor for at risk youth
- ~ Confront students that display or encourage negative behavior through intervention
- ~ Provide safety and security of students during stay
- ~ Help plan, create and accomplish goals. Short and long term

Cook

McDonalds

Maryville, MO

- ~Making sure food was cooked in a timely fashion
- ~Cleaning Work area after every shift

*Campus Living (student dorm assistant or Resident Assistant / RA)*

St. Joseph, MO

Aug 2010 ~ Dec 2011

- ~ Check rooms and dorm on a regular bases
- ~ Provide safety and security of students during stay
- ~ A person of resource for new students and old students
- ~ Helped plan dorm activities and dorm events for the students
- ~ Assist students in any way possible to help them reach their goals

# Acrobat

outsourcing  
Your Hospitality Staffing Professionals

## 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 Frederick Alan Patton Date: 08/10/17  
Home Telephone ( 816 ) 799-4980 Other Telephone ( ) \_\_\_\_\_  
Present Address 7203 E. 108th Terrace Kansas City MO 64134  
Permanent Address, if different from present address: \_\_\_\_\_  
Email Address fpatten06@gmail.com

### EMPLOYMENT DESIRED

Position applying for: Any Salary desired: 13.50  
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 Delmar Beasley 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	7	7	7	7	7	7	
PM	4	4	4	4	4	4	OFF
Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:							OFF

### 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 Team Leader, Barber, Boys Assistant Basketball Coach

Dates of Employment: From 02/2012 To 02/2017

Weekly Pay: Starting 9.60 Ending 41,000 Salary

Reason for Leaving: Location

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 K

## JOB RELATED REFERENCES

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

Name: Ravin Mohammad

Telephone No. ( 602 ) 737-6574

Address Phoenix, AZ

Occupation: Clarinda Academy

Relationship: Friend/Co-Worker Number of Years Acquainted: 10

Name: Deandre Matlock

Telephone No. ( 402 ) 913-65-45

Address Omaha, NE

Occupation: Clarinda Academy

Relationship: Friend/Co-Worker Number of Years Acquainted: 12

Name: Lamonte Keys

Telephone No. ( 712 ) 438-0562

Address Clarinda, IA

Occupation: Clarinda Academy

Relationship: Co-Worker Number of Years Acquainted: 6

## Grill Cooks Test

Score 12 / 40

### Multiple Choice Test (1 point each)

- A 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
- 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
- A 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
- B 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
- B 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

## Prep Cooks Test

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- B 9) Which is the improper way to thaw frozen food?
- a. In the fridge
  - b. In a sink with cold water
  - c. On the counter
  - d. In the microwave
- A 10) Which of the following can you use to put out a grease fire?
- a. Baking Soda
  - b. Baking Powder
  - c. Flour
  - d. Water
- C 11) What is the temperature range of the danger zone?
- a. 25-135
  - b. 40-140
  - c. 50-160
  - d. 30-130
- C 12) Which of the following is listed from smallest to largest?
- a. Dice, chop, mince
  - b. Mince, chop, dice
  - c. Chop, dice, Mince
  - d. Mince, dice, chop
- B 13) Which direction should pan handles be turned while cooking on the stove?
- a. Over the fire at all times
  - b. Turned towards you for better control
  - c. Turned towards the right or left at all times
  - d. Over the countertop at all times
- A 14) When you poach something, you cook it with what?
- a. Noodles
  - b. Vegetables
  - c. Liquid
  - d. Oil
- A 15) Which spoon is used to remove fat from soups and stews?
- a. Basting Spoon
  - b. Ladle
  - c. Slotted Spoon
  - d. Portion Spoon
- C 16) Which of the following means to cook in a small amount of fat?
- a. Season
  - b. Sauté
  - c. Broil
  - d. Boil
  - e. Fry

## Prep Cooks Test

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- D 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
- C 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) \_\_\_\_\_: to cut into very small pieces when uniformity of size and shape is not important.



## GLOBAL CASH CARD FORM

New Replacement Cancel

☒ ☐ ☐

Today's Date 08-11-2017

One Time Deposit?

Yes ☐ No ☒

Last Name

PATTON

First Name

FREDERICK

MI

A

Address

7303 E 108th TERR

Apartment #

City

KANSAS CITY

State

MO

Zip Code

64134

Social Security Number

499-96-4631

Date of Birth

11-22-1987

INFORMATION TO BE COMPLETED BY ACROBAT REPRESENTATIVE ISSUING CARD  
INCLUDE A PHOTOCOPY OF THE CARD WITH THIS FORM:

ACCOUNT NUMBER (16-digits)

41853 - 4001 - 9027 - 4078

Branch Office:

KC

Completed By:

Shelley

Global Cash Card | 7 Corporate Park, Suite 130 | Irvine, CA 92606 | CSR: 1-888-220-4477

Payroll Statements can be viewed online at: [www.globalcashcard.com](http://www.globalcashcard.com)

I hereby release Acrobat Outsourcing the following information to establish my Global Cash Card account and enroll into an automatic payroll deposit. I authorize Acrobat Outsourcing to debit/credit my account. I have verified my information above and understand that any cash card charges incurred are my responsibility. I agree to the terms and conditions under which Global Cash Card Prepaid ATM Card is issued.

Please agree to the following:



By selecting this check box, you have agreed to the following statement: I authorize my employer, or its service or payroll provider, and the specified bank to deposit my net pay or portion thereof, as indicated, into my account each pay date. If funds to which I am not entitled are deposited into my account, I authorize my employer, or its service or payroll provider, to direct the bank to return said funds to my employer, or its service or payroll provider. I understand that my deposit may not be credited to my account until 5:00 PM on the pay date indicated on the check voucher. I understand that it is my responsibility to ensure that my wages are being deposited correctly into my account each pay date.

I also acknowledge it is my responsibility to enter the correct Bank Transit Number and Account Number as to where I want my payroll funds deposited. I understand that if I enter incorrect information that it may delay or prevent my payroll funds being deposited to my accounts. I also acknowledge that any Bank Transit Number that begins with the number 5 is NOT a valid Bank Transit Number and WILL prevent my payroll funds from being deposited into my account. I understand that when Payroll receives the funds back through the banking system it will be paid on the next available pay date.

FRED PATTON

Print Name

*[Signature]*

Employee Signature

08/11/17

Date



SENSITIVE BUT UNCLASSIFIED

**Case Verification Number: 2017223160957LT**

Report Prepared: 08/11/2017

**Company Information**

Company ID: 139349

Company Name: Acrobat Outsourcing

**Employee Information**

Last Name: Patton

First Name: frederick

Date of Birth: 11/22/1987

Social Security Number: \*\*\* \*\* 4631

Hire Date: 08/11/2017

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: Iowa

Driver's License or ID Card Number: 838ak7132

Document Expiration Date: 11/22/2019

**Case Status Information**

Final Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 08/11/2017

Case Submitted By: SGON7369

Closed On: 08/11/2017

Closed By: SGON7369

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

SENSITIVE BUT UNCLASSIFIED