

Interview Note Sheet

Applicant Information	
Name: Aaron Laren Palmer	Interviewer: Steven Gonzalez
Date:	Rate of Pay:
Position (s) Applied for: Housekeeping	Referred by:

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

Sick Time	Vacation	Holiday
Full-Time	Part-Time	
Sick Time	Vacation	Holiday

Relevant Experience & Summary of Strengths	
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Interested in working housekeeping. **Total of _____ in Food Service/Hospitality**
looking to help support his family.
Aaron has transportation experience, and worked at local warehouse.

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
<p>Details</p>				

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:
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Acrobat

outsourcing

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

First and Last Name: Ammon L. Palmer
Email: Ammon.rock.solid@gmail.com
Phone number: 814 686-0859

Working Experience:

Company Name: Ko med

Dates of Employment: Fall '14

Job Responsibility:

- Transporter
-
-
-

Company Name: Edman Worldwide moving

Dates of Employment: Summer '14

Job Responsibility:

- Packer
- Loader
- Driver
-

Company Name: upper lake

Dates of Employment: spring

Job Responsibility:

- Tier 1 agent
- collect. on loads
-
-

Skills

-
-
-
-

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Employment Application

Acrobat
Outsourcing
Your Hospitality Staffing Professionals

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

Jason Loren Palmer

Home Telephone

(814) 554-3425

Present Address

2500 5th Ave
Harrisburg, PA 17104

Permanent Address, if different from present address:

Ammonrocksolid@gmail.com

Email Address

Ammonrocksolid@gmail.com

Position applying for:

Any

Are you currently registered with any staffing and/or employment agencies? If so, please list

None

Are you applying for:

Full-time work? Yes ☒ No ☐
Part-time work? Yes ☐ No ☒

How did you find out about our open position? (Please check fill in proper name of source):

Referral ☒ Name of Referral: Dalemer B
Other Web Posting ☐ Other Source ☐
Newspaper ☐ Job Fair ☐ Agency ☐ Company Website ☐

Could you work overtime, if necessary? Yes ☒ No ☐

if hired, on what date could you start working?

ASAP

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.

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

None

PERSONAL INFORMATION

Have you ever applied to or worked for Acrobat Outsourcing before? Yes ☐ No ☒

Do you have friends or relatives working for Acrobat Outsourcing? Yes ☐ No ☒

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 ☒

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? Yes _____ No _____
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: _____ Telephone No. (____) _____

Address _____

Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

Name: _____ Telephone No. (____) _____

Address _____

Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

Name: _____ Telephone No. (____) _____

Address _____

Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

Name Amya L Palmer

Servers Test

Score 15/35

Multiple Choice

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

Name: Aaron Palmer

Score 11/14

Housekeeping Test

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?

Flag the room & let manager know
10. What do you do if you find Lost and Found items in a guest rooms?

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

cleaning solution does not disinfect



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Case Verification Number: 2017222180755ED

Report Prepared: 08/10/2017

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Employee Information

Last Name: Palmer

First Name: Aaron

Date of Birth: 09/13/1988

Social Security Number: *** ** 7756

Hire Date: 08/10/2017

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: U.S. birth certificate (original or certified copy)

Document Name: Driver's license

Document State: Missouri

Driver's License or ID Card Number:

Document Expiration Date: 09/13/2017

Case Status Information

Current Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 08/10/2017

Case Submitted By: SGON7369

SENSITIVE BUT UNCLASSIFIED