

Interview Note Sheet

Applicant Information	
Name: <u>India Morrison</u>	Interviewer: <u>Shelby</u>
Date: <u>8-21-2017</u>	Rate of Pay: <u>9.25=11</u>
Position (s) Applied for: <u>Part-time, SERVING, housekeeping</u>	Referred by: <u>Jason Hubbard</u>

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

Selection
Full-Time
<u>Part-Time</u>

Relevant Experience & Summary of Strengths
<p style="text-align: right;">Total of _____ in Food Service/Hospitality</p> <ul style="list-style-type: none"> - Used to be in the Navy - Currently works at the airport <ul style="list-style-type: none"> - works 12 hrs/week - 2 yrs - worked Ronny's Cafe
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 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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India Morrison

Type 52 wpm
Microsoft knowledgeable
Customer Service Rep

Administrative Assistant
Heavy Lifting
Great work Ethics.

Experience(dating 7 years back)

0420/2015 - Current

Piedmont Airlines
Contracted through American Airlines

100 Beirut Cir, Kansas
City, MO 64153

Ramp Agent

*Current
Employer*

- * Load and unload Bags
- * Bring in Airplanes
- * Customer Service /
Baggage Claim
- *

11.50 hr 12hr wk
Ron 816-728-4903

07/2014-- 04/2015

Danny's Big Easy

1601 E 18th St, Kansas
City, MO 64108

Bartender/ Waitress

- * serving food and
beverages to
guests at the bar,
- * monitoring the bars
environment
- * constantly altering
its temperature,
lighting, music and
TV channels.
- * Mixing and serving
alcoholic beverages
to customers. ...
- * Preparing cocktails
and other drinks.

(Possibly Closed)

5.00 hr plus tips
Sammy 816-421-1200

04/2014- 07/2014

Internal Revenue Services

30 West Pershing Road
Kansas City Mo 64108

Data Transcriber(Seasonal Full time Position)

Data input of individual tax information,
Type 40 wpm
Seasonal Full Time Position. Left early due to military duties.

14.75 pr/hr overnight 40 pr /wk
Supervisor Name Latoya Dunn 816-325-3266

India Morrison

05/2003 -05/2010

Park and Recreations Aquatics

4600 E. 63rd St., Kansas
City, MO 64130

Lifeguard / Water Safety Instructor

Experienced swimmer, Prevent injuries or fatal accidents if possible, watching the pool, cleaning the facility, Teaching swimming. Cpr certified and Water safety Instructor Certified. Head Guard and Assistant manager positions on my ending summers before Midwest Pool management took over.

pr/wk

\$13.70 pr/hr 20-30 hrs

Supervisor : Sam Duncan 816-513-7500

05/2011-05/2010

Midwest Pool Management

17201 E Us
Highway 40 # 200, Independence, MO

Lifeguard /WSI

- Experienced swimmer, Prevent injuries or fatal accidents if possible, watching the pool, cleaning the facility, Teaching swimming. Cpr certified and Water safety Instructor Certified. Maintained facilities pool rules and regulation for Gillham Pool.
- This company is contracted through parks and rec

9.00 pr /hr 20-30hrs pr/wk

08/2009-6/2013

Kansas City Metropolitan Dance Theater

6833 Prospect KCMO
64132

Dance Teacher

- Teach Ballet
Jazz

Modern, Tap, Hip hop

30.00 per hr/ substitute
teacher

Supervisor Kim Jones
816-638-7737

03/02/2006-02/19/2009

United States Navy

3100 Emanuel Cleaver II
Blvd Kansas City MO
64130-2499

RP Religious Personnel Specialist

Supporting chaplains of all faiths and religious activities of the command;
maintaining records, ecclesiastical documents and references of various faith groups;
maintaining liaison with religious and community agencies. assisting in preparation of devotional and religious educational materials, and audio-visual displays;
determining, developing, managing and maintaining the administrative and logistical support requirements of religious programs and facilities aboard ships, shore stations, hospitals, Marine Corps units and other sea service commands;
providing physical security for chaplains during field exercises and in combat environments;
operating and maintaining libraries aboard ships and isolated duty stations;
performing bookkeeping and accounting functions related to Religious Offerings Fund and OPTAR fund transactions;
as custodians, rigging and unrigging for religious activities;
publicizing the command's religious activities;
training command religious program volunteers on logistics and instruction methods;
supervising chaplain's office personnel;
performing administrative, clerical and secretarial duties;
stocking and maintaining field mount-out boxes.

Reservist \$500 per/mnth 14 hrs
Supervisor Chief Neher 816-923-2341

India Morrison

05/2013-04/2014

United States Postal service

1700 Cleveland Ave
KCMO**Mail Handling Assistant (contract seasonal)**

- Handled unloading of mail and separated outgoing bulk mails.
- Managed empty equipment and inspected empty equipment
- Canceled stamps on parcel post.
- Aided supply and slip rooms.
- Carried out simple distribution of parcel post mail.
- Maintained work areas, offices and rest rooms.
- Drove Forklift
- Licensed in low pallet

\$15.00 pr/hr 40 hrs week

(contract Ended)

Supervisor: Alan Spencer 913-593-8957

08/2009- 05/2013

Full time Student

University of Missouri
Kansas City 5100 rockhurst
Rd KCMO

05/2012 -08/2012

Kansas City Friends of Alvin Ailey Camp

1615 East 18th
Street, Kansas
City, MO 64108**Administrative Assistant (Seasonal)**

Assist in all Administrative work. Printing, filing, Typing Documents.

Perform common and uncommon procedural work in the office;

Coordinates administrative task professionally; technically, or specialize occupations under general instruction of manager or program manager.

Lead team functions; assist managers and other employees in daily functions and operations

Take the place of the Administrator if they are not in office.

Keep Records of employees and Work Hours.

\$10.45 pr/hr 40 hrs week (summer job)

Supervisor: Tyrone Aiken 816-471-6003

05/2010 – 10/2011

Adt Security Services

7707 NW 97th Terr. Kansas
City MO 64153**CSG Inbound**

This position handles incoming security alarm signals and responds per instruction. Team members make outbound calls in order to contact customers, emergency contacts and Police/Fire Departments regarding alarm matters (i.e. notification of alarm, verification of alarm activity). \$12.00 pr/hr 20-40 hrs weekly.

Supervisor Amy 816.801.4526

India Morrison

01/2008-05/2008

Internal Revenue Services

30 West Pershing Road
Kansas City Mo 64108**Data Transcriber(Seasonal Full time Position)**

Data input of individual tax information,
Type 40 wpm
Seasonal Full Time Position. Left early due to military duties.

14.75 pr/hr overnight 40 pr /wk
Supervisor Name unknown 816-966-2840

Education

08/2000-05/24/2004	Paseo Academy of the Fine and Performing Arts	4747 Flora KCMO
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HighSchool Diploma

Graduated top 20 % of my class out of 170 students

08/2006-05/2007	Tallahassee Community College	444 Appleyard Drive Tallahassee FL 32304
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Some College Work

01/2008-05/2009	Pennvalley Community College	3201 Southwest Trafficway KCMO
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Associates Degree

Associates in Arts

08/2009- 05/2013	University of Missouri Kansas City	5100 Rock Hill Rd Kansas City Mo 64110
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Bachelors in Criminal Justice

Minor in Theater
Obtaining Bachelors In Music currently

References

Erica Turrentine	Cheesecake Factory	Proffesional	816-756-5471
Damon Strickland	Professional Choreographer	Pers/Proffesional	816-214-2606
Sharon	Piedmont Airlines	Pers/Proffesional	816728-4903

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 INDIA MORRISON Date: 8/10/2017
 Home Telephone (816) 777 6793 Other Telephone () _____
 Present Address 2932 Olive
 Permanent Address, if different from present address: 3015 JACKSON AVE KANSAS CITY MO
 Email Address INDIA MORRISON @ymail.com

EMPLOYMENT DESIRED

Position applying for: Bartender, Cashier, Waitress Salary desired: 12.00 hr
 Are you currently registered with any staffing and/or employment agencies? If so, please list
NO

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 Shane Hewitt 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? Day Time Shift

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	N/A	Open	Open	Open	Open	N/A	N/A
PM	Open	N/A 8pm-12pm	N/A 8pm-12pm	N/A 8pm-12pm	Open	N/A	N/A

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

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 _____

Your Position and Duties _____

Telephone No. (____) _____ Supervisor's Name _____

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: Expert shot in M16 + 9mm; Navy Thai certified.

Yes P 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: Please Refer to Resume Attached

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: _____

Bartenders Test

Score / 35

Multiple Choice (6 points)

- B 1) Carbonation _____ the rate of intoxication.
a) Slows down
b) Speeds up
c) Does nothing to
- B 2) What are the six most commonly used spirits?
a) Sweet and Sour, Triple Sec, Grenadine, Midori, Lime Juice and Cranberry Juice
b) Vodka, Whiskey, Gin, Bourbon, Rum and Tequila
c) Chardonnay, Cabernet Sauvignon, Champagne, Merlot, Sauvignon Blanc, Zinfandel
d) Kahlua, Vodka, Frangelico, Gin, Tequila, Spiced Rum
- B 3) You can accept an expired ID as long as all other information is correct.
a) True
b) False
- B 4) If someone has had too much to drink, serving them coffee will help sober them up.
a) True
b) False *it will wake them up but not sober them up*
- d 5) What are the acceptable forms of ID for Alcohol Consumption?
a) State or Government Issued ID Card or Drivers License
b) Passport or Passport ID Card (as long as it lists the person's date of birth)
c) School ID or Birth Certificate
d) A & B
e) A, B & C
- F 6) If there is no shaker tin available to scoop ice for a drink, it is okay to use a glass.
a) True
b) False

Vocabulary (9 points)

Match the word to its definition

C "Straight Up"

A Shaker Tin

I "Neat"

F Muddler

B Strainer

E Jigger

G Bar Mat

D "Float"

H "Back"

- d) Used to crush fruits and herbs for craft cocktail making
- B) Used with the Shaker Tin to prevent solid material from entering a cocktail glass when poured
- e) To serve chilled liquor in a chilled stemmed cocktail glass with no ice
- d) To pour ½ oz of a liquor on top
- e) Used to measure the alcohol and mixer for a drink
- f) Used to mix cocktails along with a pint glass and ice
- g) Used on the bar top to gather spills
- h) Requesting a separate glass of another drink
- i) Means to serve spirit room temperature in a rocks glass with no ice

Cashier Test

Score 14 / 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
- C 4) A roll of pennies is worth?
a) \$1.00
b) \$0.75
☒ c) \$0.50
d) \$0.25
- C 5) What does POS stand for?
a) Patience over standards
b) Percentage of sales
c) Point of sales
d) People over service
- 4.225% 6) What is the current sales tax rate in your city 4.225%
- 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?
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?
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?
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?
a) \$78.50
b) \$58.50
c) \$38.50
d) \$28.50



SENSITIVE BUT UNCLASSIFIED

Case Verification Number: 2017233162501BB

Report Prepared: 08/21/2017

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Employee Information

Last Name: Morrison

First Name: India

Date of Birth: 05/05/1986

Social Security Number: *** ** 3227

Hire Date: 08/21/2017

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: 05/05/2023

Case Status Information

Final Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 08/21/2017

Case Submitted By: SSHA2488

Closed On: 08/21/2017

Closed By: SSHA2488

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

SENSITIVE BUT UNCLASSIFIED