

Acrobat

outsourcing

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

First and Last Name: Alyssa Recella
Email: Alyssa.2k1124@gmail.com
Phone number: 832. 216 - 0159

Working Experience:

Company Name: Cathy Home Care
Dates of Employment: 4/25/11 - 7/14/12
Job Responsibility:

- - Everyday duty
- - admin medication
- - feeding
- - food prep

Company Name: Franciscos
Dates of Employment: 7/11 to 10-11
Job Responsibility:

- - Gathering online orders
- - doing light math
- - preparing products for shipment

Company Name: Goodman Manufacturing
Dates of Employment: 11/11 - 1/17
Job Responsibility:

- - Assembly
- - collecting productivity
- - operating the large mass spectrometer

Skills:

- ~~Basic math~~
- ~~Basic math~~
- Entry Clerical
- Fast pace

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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 Alyssa Preceba Date: Aug 22, 2017
Home Telephone (832) 216-0689 Other Telephone () _____
Present Address 2201 W. Orem # Apartment 2 1122 77047
Permanent Address, if different from present address: _____
Email Address Alyssa.261124@gmail.com

EMPLOYMENT DESIRED

Position applying for: Dishwasher Salary desired: 10.50
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 Cheney 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? Aug. 29, 2017

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		5am-2pm	5am-2pm		5am-2pm	5am-2pm	
PM							

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

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) _____

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EDUCATION & SKILLS

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES	NO
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 ☐ No ☐

Name and Address of Employer Cathy Home Care 7601 Houston Pkwy

Type of Business Healthcare Telephone No. 713, 779-8998 Supervisor's Name Nari

Your Position and Duties Everyday duties, administering medication feeding and food prep

Dates of Employment: From 4/25/11 To 7/14/12 Weekly Pay: Starting 10 Ending 10

Reason for Leaving I had given birth

Name and Address of Employer Francescas 8760 Clay Rd 77080

Type of Business Warehouse Telephone No. (832) 1459624 Supervisor's Name Jason

Your Position and Duties Gathering online orders, sorting products for shipping

Dates of Employment: From 7-15-11 To 10-31-11 Weekly Pay: Starting 10 Ending 10

Reason for Leaving Job ended

Name and Address of Employer Goodman Manufacturing

Type of Business Warehouse Telephone No. (832) 208-6934 Supervisor's Name Garcia

Your Position and Duties Assembly, collecting productivity data OPERATING the large mass spectrometer

Dates of Employment: From 11/5/11 To 1/29/17 Weekly Pay: Starting 9. Ending 9.

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Reason for Leaving: Change in address
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: Jamett Jaramillo Telephone No. (832) 232-8577
Address: 7245 Fairbanks

Occupation: Sales Relationship: ^{Ex} Colleague Number of Years Acquainted: 5

Name: Leti Soto Telephone No. (512) 709-6299
Address: _____

Occupation: Retail Relationship: ^{Ex} Co-worker Number of Years Acquainted: 2

Name: Christian Young Telephone No. (832) 792-7198
Address: _____

Occupation: Warehouse Relationship: ^{Ex} Low-level Number of Years Acquainted: 1

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Please Read Carefully, Initial Each Paragraph and Sign Below

AP

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.

AP

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.

AP

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.

AP

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.

AP

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

Cynthia Pirella

Date

Aug 22, 2017

Cashier Test

Score / 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

C

- 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

d

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

?

- 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?
a) \$4.06
b) \$2.06
c) \$7.06
d) \$5.06

A

- 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

Cashier Test

Score / 15

A

11) Counterfeit pens should be used on which three denominations?

- a) \$20, \$50, \$100
- b) \$10, \$20, \$50
- c) \$5, \$50, \$100
- d) \$10, \$20, \$50

A

12) How many times should you count change when giving it to the customer?

- a) one
- b) two
- c) three
- d) no need to count

Question & Answer:

13) What is the minimum age for legal alcohol purchases? _____

21

14) What are the acceptable forms of ID for alcohol purchases? _____

1D

15) How many \$20 bills are in a bank band? _____

10

Interview Note Sheet

Applicant Information	
Name: <u>Alyssa A. Precella</u>	Interviewer: <u>Clemy Diaz</u>
Date:	Rate of Pay:
Position (s) Applied for: <u>Warehouse Dishwasher</u>	Referred by:

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

Seeking:
Full-Time
Part-Time

Relevant Experience & Summary of Strengths
Total of <u>1</u> in Food Service/Hospitality

Warehouse experience - 4 yrs

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:
SF City SF North SF Peninsula East Bay Outer East Bay San Jose South San Jose SJ Peninsula <u>SW Houston</u>

Certifications (if any)
TIPS Serv-Safe LEAD Other <u>N/A</u> Will Submit

Availability
Open <input checked="" type="radio"/> AM only PM only Weekdays only Weekends only
Details: <u>no weekends</u>

Uniforms Owned:
Bistro Black Bistro Tuxedo 1/2 Tuxedo Black Vest Long Black Tie Chef Coat Chef Pants Knives <input checked="" type="radio"/> Black Pants <input checked="" type="radio"/> Non-Slip Shoes Bow Tie Other: _____

Would you recommend this applicant for Acrobat Academy?	Convention Candidate?	Other Languages Spoken:
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