

## Interview Note Sheet

[Wed. 2pm]

## Applicant Information

Name: Ex Francisco Javier Cerritas Interviewer: Steven Gonzalez  
 Date: 8/28/17 Rate of Pay:  
 Position(s) Applied for: dishwasher / prep cook Referred by:

## Job Objectives

Server	/35	%	Bartender	/35	%
Prep Cook	5/20	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	7/10	%	Housekeeping	/16	%

Full-Time
Part-Time

## Relevant Experience &amp; Summary of Strengths

Seeking dishwashing jobs Fulltime and prep cook. **Total of \_\_\_\_\_ in Food Service/Hospitality**

- Takes the bus transportation.

## P.O.S. Experience: Y / N details:

## Transportation to work

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:

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:

## 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 FRANCISCO JAVIER Grritas Date: 8/28/17  
 Home Telephone (916) 521-1299 Other Telephone ( \_\_\_\_\_ )  
 Present Address 5811 E 10th ST KANSAS CITY MO 64126  
 Permanent Address, if different from present address: \_\_\_\_\_  
 Email Address \_\_\_\_\_

### EMPLOYMENT DESIRED

Position applying for: Only Salary desired: \$10  
 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: 7:00 To: 3:00  
 How did you find out about our open position? (Please check fill in proper name of source):  
 Referral  Name of Referral Acrobat Outsource 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? 9/5/17

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	<u>7:00</u>	<u>7:00</u>	<u>7:00</u>	<u>7:00</u>	<u>7:00</u>	<u>7:00</u>	
PM	<u>3:00</u>	<u>3:00</u>	<u>3:00</u>	<u>3:00</u>	<u>3:00</u>	<u>3:00</u>	

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 \_\_\_\_\_ 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: \_\_\_\_\_ Telephone No. (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

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

# Acrobat

outsourcing

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

First and Last Name: Francisco Gaitas  
Email: \_\_\_\_\_  
Phone number: (415) 521-1299

Working Experience:

Company Name: Walker Towels & Uniform

Dates of Employment: 2/12/16 - 12/5/16

Job Responsibility:

- mat roller
- 
- 
- 
- 

Company Name: Lidias

Dates of Employment: 3/4/13 - 3/6/13

Job Responsibility:

- dish washer
- prep cook
- 
- 

Company Name: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_

Job Responsibility:

- 
- 
- 
- 

Skills

- 
- 
- 
-

## Prep Cooks Test

Score 5 / 20

Multiple Choice (1 point each)

c 1) A gallon is equal to \_\_\_\_ounces  
a. 56  
b. 145  
c. 32  
d. 128

b 2) Mesclun are what type of vegetable?  
a. Roots  
b. Beans  
c. Salad Greens  
d. Spices

d 3) What does the term braise mean?  
a. Sear quickly on both sides  
b. Slowly cook in covered pan with little liquid  
c. Cook on high heat and quickly  
d. Slowly cook in simmering water

b 4) At what internal temperature must chicken be cooked so that it is safe to eat?  
a. 155 degrees F  
b. 165 degrees F  
c. 175 degrees F  
d. 185 degrees F

a 5) How do you blanche vegetables?  
a. Immerse for a short time in boiling water  
b. Cook lightly in butter over med heat  
c. Soak in cold water overnight  
d. Rub with salt before cooking

b 6) Which of the following ingredients would you pack before measuring?  
a. Olive Oil  
b. Salt  
c. Brown Sugar  
d. White Sugar

b 7) What is Al Dente?  
a. Firm but not hard  
b. Soft to the touch  
c. Very hard  
d. Very soft

b 8) Food should be left out no more than  
a. 2 hours  
b. 3 hours  
c. 4 hours  
d. 5 hours

**Prep Cooks Test**

C 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

b 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) \_\_\_\_\_ & \_\_\_\_\_ 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.

## Dishwasher Test

Score 7 / 10

- C 1) After washing your hands, which item should be used to dry them?

  - a) Clean apron
  - b) Sanitized wiping cloth
  - c) Single use paper towel
  - d) Common used cloth
- D 2) While washing dishes by hand, which item should you wear?

  - a) Cutting glove
  - b) Oven Mitt
  - c) Rubber glove
  - d) Nothing
- D 3) When should you wash your hands?

  - a) Before you start work
  - b) After handling non-food items (garbage, money, cleaning chemicals)
  - c) After using the restroom
  - d) All of the above
- A 4) If you need to move a heavy load, you should PULL and not PUSH the object.

  - a) True
  - b) False
- A 5) Which of the following could you be at risk for getting burned from?

  - a) Steam from boiling pots
  - b) Hot liquids (coffee, soup, tea)
  - c) Hot equipment (ovens, pots, chaffing dishes)
  - d) Harsh chemicals
  - e) All of the above
- A 6) All work-related injuries, accidents or illnesses should be reported immediately to the supervisor on duty.

  - a) True
  - b) False
- C 7) What should you 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 immediately
  - d) Not sure
- C 8) When handling hot items you should?

  - a) Wear rubber gloves
  - b) No need to wear anything
  - c) Use an oven mitt or dry cloth towel
  - d) Nothing
- D 9) If you are using a three-compartment sink for cleaning and sanitizing, the second sink is used for?

  - a) Rinsing
  - b) Scraping
  - c) Washing
  - d) Sanitizing
- B 10) What is the proper method for cleaning and sanitizing stationary equipment?

  - a) Spray with a strong cleaning solution and wipe with a sanitized cloth
  - b) Spray with a sanitizing solution, then rinse with clean water and dry
  - c) Wash and rinse, then wipe or spray with a chemical-sanitizing solution
  - d) Brush off loose soil with a clean cloth, then wipe with a sanitizing solution



**SENSITIVE BUT UNCLASSIFIED**

**Case Verification Number: 2017242171145QN**

Report Prepared: 08/30/2017

**Company Information**

Company ID: 139349

Company Name: Acrobat Outsourcing

**Employee Information**

Last Name: Carritos

First Name: Francisco

Date of Birth: 12/10/1991

Social Security Number: \*\*\*-\*\*4809

Hire Date: 08/30/2017

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: 12/10/2021

**Case Status Information**

Final Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 08/30/2017

Case Submitted By: SGON7369

Closed On: 08/30/2017

Closed By: SGON7369

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

**SENSITIVE BUT UNCLASSIFIED**