

Interview Note Sheet

Applicant Information	
Name: <u>Crystal Johnson</u>	Interviewer: <u>Steven Gonzalez</u>
Date:	Rate of Pay:
Position (s) Applied for: <u>Server</u>	Referred by:

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

Seeking
Full-Time
Part-Time

Relevant Experience & Summary of Strengths	
<u>looking for server jobs</u> <u>Bus Route</u>	Total of _____ in Food Service/Hospitality
P.O.S. Experience: Y / N details: _____	

Transportation		
Car	Public Transit	Carpool (Rider / Driver)

Regions Available to work:			
Kansas City, KS	Overland Park, KS	<u>Kansas City, MO</u>	Independence, MO

Certifications (if any)				
TIPS	Serv-Safe	LEAD	Other _____	Will Submit

Availability				
<u>Open</u>	AM only	PM only	Weekdays only	Weekends only
Details: _____				

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:		

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 Crystal Johnson Date: 07/20/17
 Home Telephone (816) 929-9026 Other Telephone (816) 328-3659
 Present Address 9351 Bales Av APT 1302 zip code 64132
 Permanent Address, if different from present address: _____
 Email Address Crystal Johnson 510717@gmail.com

EMPLOYMENT DESIRED

Position applying for: Server Salary desired: _____
 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 _____ 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? Soon

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		10:00	10:00	10:00	10:00	10:00	
PM		2:00	2:00	2:00	2:00	2:00	

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 ___

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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?
If so, describe: _____

Yes _____ 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: _____

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: _____

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

First and Last Name: CRYSTAL JOHNSON
Email: CRYSTALJOHNSON510717@aol.com
Phone number: 816) 929-9026

Working Experience:

Company Name: _____

Dates of Employment: _____

Job Responsibility: _____

-
-
-
-

Company Name: _____

Dates of Employment: _____

Job Responsibility: _____

-
-
-
-

Company Name: _____

Dates of Employment: _____

Job Responsibility: _____

-
-
-
-

Skills

-
-
-
-

800.236.2276 • info@acrobatoutsourcing.com

Name Crestal Johnson

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
- A 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
- B 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
- B 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>B</u> Scullery | A. Metal buffet device used to keep food warm by heating it over warmed water |
| <u>D</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>A</u> Chaffing Dish | C. Used to hold a large tray on the dining floor |
| <u>G</u> French Passing | D. Area for dirty dishware and glasses |
| <u>F</u> Russian Service | E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored |
| <u>E</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 |



SENSITIVE BUT UNCLASSIFIED

Case Verification Number: 2017264163725KG

Report Prepared: 09/21/2017

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Employee Information

Last Name: Johnson

First Name: Crystal

Date of Birth: 06/12/1988

Social Security Number: *** ** 5107

Hire Date: 09/21/2017

Citizenship Status: A citizen of the United States

Document Information

List B Document: ID card issued by a U.S. federal, state or local government agency

List C Document: Social Security Card

Case Status Information

Final Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 09/21/2017

Case Submitted By: SGON7369

Closed On: 09/21/2017

Closed By: SGON7369

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

SENSITIVE BUT UNCLASSIFIED