

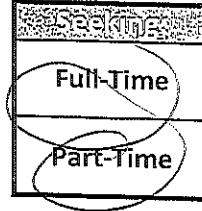
# Interview Note Sheet

## Applicant Information

Name: Kevin Prelford	Interviewer: Steven Gonzalez
Date: 9/20/15	Rate of Pay:
Position(s) Applied for: Server/Grill/Line/Prep.	Referred by:

## Test Scores

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



## Relevant Experience & Summary of Strengths

Total of \_\_\_\_\_ in Food Service/Hospitality

Kevin currently has a part time job.

- Seeking more work
- Server/Grill/Prep

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

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:

# no.kevin Releford

Kansas City, MO 64134  
noyoursocialsecuritynumbe5\_a9u@indeedemail.com - 8167458595

Willing to relocate: Anywhere  
Sponsorship required to work in the US

## LINKS

<http://www.irs.gov/form1040ez>

<http://www.irs.gov/taxtopics>

## CERTIFICATIONS/LICENSES

### **Kansas City Missouri food handlers card**

2017-04 - 2018-04

Kansas City Missouri food handlers card Kansas City Missouri health department

## 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 Kevin Releford Date: 9-20-17  
 Home Telephone (   ) Other Telephone (816) 2745-8595  
 Present Address 7611 Esat 1110 Kansas City MO 64134  
 Permanent Address, if different from present address: \_\_\_\_\_  
 Email Address Kevinleereleford@gmail.com

### EMPLOYMENT DESIRED

Position applying for: Line cook Salary desired: 14.50  
 Are you currently registered with any staffing and/or employment agencies? If so, please list  
Apprentice personnel  
 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: Open To: Open  
 How did you find out about our open position? (Please check fill in proper name of source):  
 Referral  Name of Referral Indeed Job 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? 9-21-17

*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
	<u>work if need</u>	<u>Open</u>	<u>Open</u>	<u>Open</u>	<u>Open</u>	<u>Open</u>	<u>work if need</u>
AM							
PM	<u>Open</u>	<u>if need</u>	<u>if</u>				

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

yes. 1 week in November out of town

### 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: \_\_\_\_\_

**Grill Cooks Test**

**Score** 6 / 40

**Multiple Choice Test** (1 point each)

- 1) How much time should you take to wash your hands with soap?  
a) 1 minute  
b) 20 seconds  
c) Time does not matter, water temperature does  
d) 5 minutes
- 2) The recommended temperature for your refrigerator is...  
a) 45°F  
b) 50°F  
c) 40°F  
d) 20°F
- 3) Food handlers must always wash their hands  
a) Before starting work  
b) Switching between handling raw and ready-to-eat food  
c) After going to the restrooms  
d) All of the above
- 4) The most important reason for having food handlers wear hair restraints is to  
a) Prevent food from getting into food handlers' hair  
b) Prevent food handlers from contaminating their hands by touching their hair  
c) Keep the food handlers' hair in place  
d) None of the above
- 5) Which of these conditions requires immediate corrective action?  
a) Packaged food items are stored at least 6 inches above the floor  
b) Ice is being used to cool beef stew in a shallow pan  
c) Raw meats are stored on a shelf above ready-to-eat egg salad in the walk-in cooler  
d) Raw fish is stored above raw chicken in the walk-in freezer
- 6) Bacteria grow best in the temperature "danger zone" which includes temperatures between?  
a) 0°F and 100°F  
b) 32°F and 220°F  
c) 41°F and 135°F  
d) 39°F and 178°F
- 7) After cutting raw chicken, what should be done before the cutting board is used for slicing onions for salad?  
a) Clean the cutting board with a wet wiping cloth  
b) Turn the board over and use the other side  
c) Rinse the board with running water  
d) Wash, rinse, and sanitize the board prior to slicing the onions
- 8) Which of the following is NOT an approved method to thaw potentially hazardous foods?  
a) In a microwave oven  
b) During the cooking process  
c) Under cool running water  
d) On a clean counter, at room temperature
- 9) Wiping cloths stored submerged in a bucket of sanitizing solution are for:  
a) Wiping spills only  
b) Washing hands if the hand sinks are too far away  
c) Sanitizing the blade of utensils such as knives  
d) Maintaining moisture on the wiping cloth

## Grill Cooks Test

19) Which of the following best describes the process of Caramelization?  
a) To cook quickly in a pan on top of the stove until food is browned  
b) Process through which natural sugars in food become browned and flavorful while cooking  
c) Cooking method by which food is browned in fat, then cooked, tightly covered, in liquid at low heat  
d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

20) What temperature should chicken be cooked to?  
a) 145°F  
b) 155°F  
c) 165°F  
d) 175°F

21) What temperature should ALL ground meat be cooked to?  
a) 145°F  
b) 155°F  
c) 165°F  
d) 175°F

22) What temperature should fish be cooked to?  
a) 145°F  
b) 155°F  
c) 165°F  
d) 175°F

23) What is a roux and what is it used for? (2 points)

Flour and Butter mix  
to Thick soups. gravy's. sponge

24) What is the process of making clarified butter, and why is clarified butter used? (3 points)

Melt Butter. Pour A Lot of Hone

25) What are the 5 mother sauces? (5 points)

1. White Bechamel
2. Tomato sauce
3. Hollandaise sauce
4. Veloute sauce
5. Veloute sauce

26) What does it mean to season a grill and why is this process important? (3 points)

liquid Butter egg yolk Water and Lemon. Juice

27) What are the ingredients in Hollandaise sauce? (5 points)

egg yolk lemon. salt cayenne  
Butter

Multiple Choice (1 point each)

- 1) A gallon is equal to \_\_\_\_\_ ounces  
a. 56  
b. 145  
 c. 32  
d. 128
- 2) Mesclun are what type of vegetable?  
a. Roots  
b. Beans  
c. Salad Greens  
d. Spices
- 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
- 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
- 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
- 6) Which of the following ingredients would you pack before measuring?  
a. Olive Oil  
b. Salt  
 c. Brown Sugar  
d. White Sugar
- 7) What is Al Dente?  
 a. Firm but not hard  
b. Soft to the touch  
c. Very hard  
d. Very soft
- 8) Food should be left out no more than  
 a. 2 hours  
 b. 3 hours  
c. 4 hours  
d. 5 hours

## Prep Cooks Test

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9) Which is the improper way to thaw frozen food?

- In the fridge
- In a sink with cold water
- On the counter
- On the microwave

10) Which of the following can you use to put out a grease fire?

- Baking Soda
- Baking Powder
- Flour
- Water

11) What is the temperature range of the danger zone?

- 25-135
- 40-140
- 50-160
- 30-130

12) Which of the following is listed from smallest to largest?

- Dice, chop, mince
- Mince, chop, dice
- Chop, dice, Mince
- Mince, dice, chop

13) Which direction should pan handles be turned while cooking on the stove?

- Over the fire at all times
- Turned towards you for better control
- Turned towards the right or left at all times
- Over the countertop at all times

14) When you poach something, you cook it with what?

- Noodles
- Vegetables
- Liquid
- Oil

15) Which spoon is used to remove fat from soups and stews?

- Basting Spoon
- Ladle
- Slotted Spoon
- Portion Spoon

16) Which of the following means to cook in a small amount of fat?

- Season
- Sauté
- Broil
- Boil
- Fry

## **Prep Cooks Test**

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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

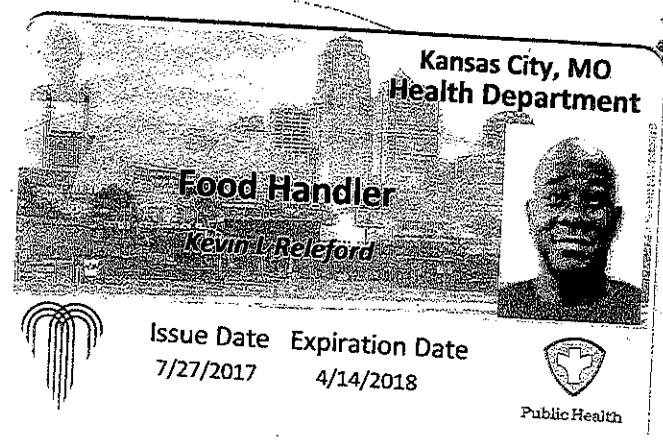
18) To cook a food in a pan without browning over low heat until the item softens and releases moisture.

- 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) Rice : to cut into very small pieces when uniformity of size and shape is not important.



Notice to Food Handler: This card must be in your possession at all times while working in a food establishment. This card may not be transferred from one person to another person.

Badge #: 14892

Property of the Kansas City Health Department  
If found, please return to:  
Kansas City, Missouri Health Department  
2400 Troost Ave, Suite 3200  
Kansas City, MO 64108



## SENSITIVE BUT UNCLASSIFIED

**Case Verification Number: 2017263122030FV**

Report Prepared: 09/20/2017

**Company Information**

Company ID: 139349

Company Name: Acrobat Outsourcing

**Employee Information**

Last Name: Rakeford

First Name: Kevin

Date of Birth: 09/06/1965

Social Security Number: \*\*\*-\*\*2881

Hire Date: 09/20/2017

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: 09/06/2021

**Case Status Information**

Current Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 09/20/2017

Case Submitted By: SGON7369

## SENSITIVE BUT UNCLASSIFIED