

Please Read Carefully, Initial Each Paragraph and Sign Below

SS 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.

SS 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.

SS 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.

SS 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.

SS 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 SS Jones **Date** 9/26/17

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Your Hospitality Staffing Professionals

Your Position and Duties: Admin Asst., Special Projects and Events, Conference Center Specialist

Dates of Employment: From 10/11 To 05/14 Weekly Pay: Starting 8.50 Ending 9.00

Reason for Leaving: change of career / no room for advancement

Name and Address of Employer: NPC International 10460 Jefferson Ave Newport News, VA

Type of Business: Food service Telephone No. (757) 599-4000 Supervisor's Name: Denise McCray

Your Position and Duties: Asst. Mgr

Dates of Employment: From 04/11 To 04/12 Weekly Pay: Starting 9.00 Ending 9.00

Reason for Leaving: wanted benefits / conflicted with home life

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: Jessica Disbee Telephone No. (910) 381-5616

Address: Cherry Point, NC

Occupation: LulaRie Consultant Relationship: friend / former boss Number of Years Acquainted: 16

Name: Joy Massenburg Telephone No. (864) 721-8789

Address: Norfolk, VA

Occupation: Expeditor Intl Relationship: friend former boss Number of Years Acquainted: 16

Name: Angela Bellinger Telephone No. (757) 839-9781

Address: Chesapeake, VA

Occupation: teacher Relationship: friend former co-worker Number of Years Acquainted: 8

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Your Hospitality Staffing Professionals

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.) _____

EDUCATION & SKILLS

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
W.J. Woodham High	Pensacola, FL	12	yes
Johnson & Wales University	Norfolk, VA	1	No
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 Caenitas Shack Shack 1004 N Harbour Dr San Diego, CA

Type of Business Food Service Telephone No. (619) 696-POCK Supervisor's Name Rebecca, Louis, Scotti
Your Position and Duties Expeditor, Cashier Aimee

Dates of Employment: From 05/11 To current Weekly Pay: Starting 10.00 Ending 11.75

Reason for Leaving: not leaving looking for second job

Name and Address of Employer Buffalo Wild Wings 4009 Kigore Ave Hampton, VA

Type of Business Food service Telephone No. (571) 826-4801 Supervisor's Name Kevin Hall
Your Position and Duties Cashier, hostess, server, Expeditor

Dates of Employment: From 10/13 To 07/15 Weekly Pay: Starting 2.13 Ending 10.00

Reason for Leaving: Moved

Name and Address of Employer Hampton University

Type of Business Education Telephone No. (571) 727-5000 Supervisor's Name Sheila Taylor

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 Laheyshia Jene Jones Date: 9/26/17
Home Telephone (757) 951-9591 Other Telephone ()
Present Address 134 Euclid Ave #8 San Diego, CA 92114
Permanent Address, if different from present address: _____
Email Address Iam1prettyphoenix@gmail.com

EMPLOYMENT DESIRED

Position applying for: cashier Salary desired: 11.50
Are you currently registered with any staffing and/or employment agencies? If so, please list
Boyd Staffing
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 Mayera Velazquez 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? 10/2/17

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					All Day	All Day	
PM	5pm	5pm	5pm	5pm	All Day	All Day	5pm

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
Mayera Velazquez co-worker/friend
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 ☐