

Acrobat

outsourcing

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

First and Last Name: Marisol Trujillo
Email: Trujillo Marisol13@gmail.com
Phone number: 415-349-5571

Working Experience:

Company Name: Burlington
Dates of Employment: 06/11 - 12/11
Job Responsibility:

- Sales Associate
- Cashier
- Stocker
- Dressing room

Company Name: Burger King
Dates of Employment: 01/11 - 06/11
Job Responsibility:

- Cashier
- Drive thru
- Handing out food

Company Name: Auto Zone
Dates of Employment: 07/15 - 01/14
Job Responsibility:

- Sales Associate
- Cashier
- Customer Service

Skills

- Bilingual
- Customer Service

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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 Marisol Trujillo Date: 09.29.17
Home Telephone (7) _____ Other Telephone (12) 349 3571
Present Address 7150 Patricia Ln
Permanent Address, if different from present address: _____
Email Address Trujillo Marisol13@gmail.com

EMPLOYMENT DESIRED

Position applying for: open Salary desired: 10.00
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? ~~SEP~~ Oct 1 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	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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?
Hein Collins	Spring TX	12	yes
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 Burlington Alameda Mall

Type of Business Sales Telephone No. (713) 242 0231 Supervisor's Name Kelly

Your Position and Duties cashier and Sales Associate

Dates of Employment: From June 2010 To December 2010 Weekly Pay Starting 10.00 Ending 10.00

Reason for Leaving Pregnancy

Name and Address of Employer Burger King Plaza

Type of Business Fast Food Telephone No. (832) 387-0700 Supervisor's Name Cesar

Your Position and Duties cashier and drive thru

Dates of Employment: From 01/10 To 06/10 Weekly Pay Starting 8.00 Ending 8.50

Reason for Leaving Better opportunity

Name and Address of Employer Auto Zone 7703 Griegs Rd

Type of Business Retail Telephone No. (713) 926 3465 Supervisor's Name Rob

Your Position and Duties Sales associate

Dates of Employment: From 02/15 To 01/16 Weekly Pay Starting 8.00 Ending 8.00

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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: JESUS ALVARO Telephone No. (832) 722 4511

Address _____

Occupation: Hertz Relationship: former coworker Number of Years Acquainted: 3

Name: ANA FLORES Telephone No. (281) 917 8543

Address _____

Occupation: Berlinton Relationship: coworker Number of Years Acquainted: 2

Name: ASH MILLAR Telephone No. (904) 258 1255

Address _____

Occupation: Autozone Relationship: friend Number of Years Acquainted: 4

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Please Read Carefully, Initial Each Paragraph and Sign Below

MT

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.

MT

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.

MT

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.

MT

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.

MT

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

Marisol Trujillo

Date

09-29-17

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
- D ✓ 3) A roll of nickels is worth?
a) \$8.00
b) \$6.00
c) \$4.00
☒ d) \$2.00
- C ✓ 4) A roll of pennies is worth?
a) \$1.00
b) \$0.75
☒ c) \$0.50
d) \$0.25
- C 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? 0.0825 ?
- 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 s
you give back?
a) \$4.06
b) \$2.06
☒ c) \$7.06
d) \$5.06
- B ✓ 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 sho
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 a
\$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

- B 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? Drivers License
- 15) How many \$20 bills are in a bank band? 5

Interview Note Sheet

Applicant Information

Name: <u>Marisol Trujillo</u>	Interviewer: <u>Carmine</u>
Date: <u>9/29/17</u>	Rate of Pay:
Position (s) Applied for: <u>Cashier, FSD, Grill cook</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

Total of 5 in Food Service/Hospitality

Worked at McDonald on grill
friendly
like to work with people
dedicated

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

Transportation

Car Public Transit 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 South Side

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: