

## 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 Arturo Moreno Jr Date: 10-05-2017  
 Home Telephone (    ) Other Telephone ( 832 ) 935 5221  
 Present Address 3406 Daphne St. Houston Tx 77021  
 Permanent Address, if different from present address: \_\_\_\_\_  
 Email Address arturo.moreno0504@gmail.com

### EMPLOYMENT DESIRED

Position applying for: Grill Cook Salary desired: \$14.00

Are you currently registered with any staffing and/or employment agencies? If so, please list

NO

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: 4 pm To: 10 am

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? \_\_\_\_\_

*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	NA						
PM	NA	4-12	4-12	4-12	4-12	4-12	4-12

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) \_\_\_\_\_

**EDUCATION & SKILLS**

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
North Shore High	Houston, TX	Diploma	Yes
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Are you computer literate? If so, list software knowledge under "Special."		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Are you proficient with Point of Sales Systems? If so, please list which ones under "Special."		YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
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 <input type="checkbox"/>	NO <input type="checkbox"/>
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 Newk's Eatery

Type of Business \_\_\_\_\_ Telephone No. (281) 980 0488 Supervisor's Name Kit Septer

Your Position and Duties Prep Cook: Responsible for grilling chicken, steak, pork, fish, vegetables, Dressing from scratch, slice Proteins, Rotate, Portion

Dates of Employment: From 9-50 To 10-25 Weekly Pay Starting Apr 1, 2016 Ending Sept. 2017

Reason for Leaving Couldn't get a transfer

Name and Address of Employer Apple Bees Bar & Grill

Type of Business Restaurant Telephone No. (281) 991 7800 Supervisor's Name Jay Petty

Your Position and Duties Line Cook - Responsible for Cooking orders Accurately, following procedure, and Guidelines, Cleaning and Sanitization, Detailing

Dates of Employment From 02-2015 To 03-2016 Weekly Pay Starting 12.50 Ending \$13.25

Reason for Leaving Four Points Sheraton

Name and Address of Employer \_\_\_\_\_

Type of Business Hotel / Hospitality Telephone No. (713) \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Your Position and Duties Cook for 757 Bar & Grill, Cook steaks, burgers, fish, chicken, as well as breakfast such as pancakes, omlettes,

Dates of Employment From \_\_\_\_\_ To \_\_\_\_\_ Weekly Pay Starting \_\_\_\_\_ Ending \_\_\_\_\_

# Acrobat

outsourcing  
Your Hospitality Staffing Professionals

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: Cody Bailey Telephone No. (832) 590 9521

Address N/A

Occupation: AGM Newk's Eatery Relationship: Supervisor Number of Years Acquainted: 5

Name: James King Telephone No. (504) 390 4163

Address N/A

Occupation: Chef Relationship: Ex co-worker Number of Years Acquainted: 3

Name: Ivan Howard Telephone No. (337) 419 4360

Address N/A

Occupation: Chef Relationship: Ex co-worker Number of Years Acquainted: 3

**Please Read Carefully, Initial Each Paragraph and Sign Below**

AM 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.

AM 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.

AM 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.

AM 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.

AM 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



Date 10-05-2017

## Interview Note Sheet

### Applicant Information

Name: <u>Arturo Moreno</u>	Interviewer: <u>Carrie</u>
Date: <u>10/5/17</u>	Rate of Pay:
Position (s) Applied for: <u>Grill cook</u>	Referred by: <u>internet</u>

### 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 10+ in Food Service/Hospitality

lives cooking  
team player

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	<u>SJ</u>

### Certifications (if any)

TiPS      Serv-Safe      LEAD      Other \_\_\_\_\_      Will Submit

### Availability

Open      AM only      PM only      Weekdays only      Weekends only

Details: NO Sundays      only avail in evenings

### Uniforms Owned:

Bistro	Black Bistro	Tuxedo	1/2 Tuxedo	Black Vest	Long Black Tie
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Chef Coat	Chef Pants	Knives	Black Pants	<u>Non-Slip Shoes</u>	Bow Tie	Other: _____
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Would you recommend this applicant for Acrobat Academy?	Convention Candidate?	Other Languages Spoken:
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