

Interview Note Sheet

Applicant Information

Name: <u>Casey</u>	Interviewer: <u>Steven Gonzalez</u>
Date: <u>10/6/17</u>	Rate of Pay:
Position(s) Applied for:	Referred by:

Test Scores					
Server	/35	%	Bartender	/35	%
Prep Cook	/20	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	17/16	80%

Full-Time
 Part-Time

Relevant Experience & Summary of Strengths

Housekeeping experience + plus - Total of _____ in Food Service/Hospitality

Just move back from the east coast
worked at the Hampton Inn

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

<input checked="" type="checkbox"/> Car	Public Transit	Carpool (Rider / Driver)
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<input checked="" type="checkbox"/> Kansas City, KS	Overland Park, KS	<input checked="" type="checkbox"/> Kansas City, MO	Independence, MO
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TiPS	Serv-Safe	LEAD	Other _____	Will Submit
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<input checked="" type="checkbox"/> Open	AM only	PM only	Weekdays only	Weekends only
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Bistro	Black Bistro	Tuxedo	1/2 Tuxedo	Black Vest	Long Black Tie
Chef Coat	Chef Pants	Knives	<input checked="" type="checkbox"/> Black Pants	Non-Slip Shoes	Bow Tie

Would you recommend this applicant for Acrobat Academy?	<input checked="" type="checkbox"/> Convention Candidate?	Other Languages Spoken:
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Your Hospitality Staffing Professionals
665 Third St., Suite 415 • San Francisco, CA 94107

First and Last Name: Casey Walsh-Storey
Email: caseyws89@gmail.com
Phone number: (207) 374 8584

Working Experience:

Company Name: Hampton Inn
Dates of Employment: 08/17 - 07/17
Job Responsibility:

- Housekeeping
-
-
-

Company Name: Famous Uncle Al's
Dates of Employment: 09/16 - 01/17
Job Responsibility:

- Cook
- Food prep
- Stocking
- Cleaning

Company Name: Genghis Grill
Dates of Employment: 10/16 - 09/18
Job Responsibility:

- Bartending
-
- Server
- To go orders

Skills

- Computers / POS Systems
-
-
-

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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 Casey Walsh-Storey Date: 10-06-17
 Home Telephone (207) 314 8584 Other Telephone ()
 Present Address 4429 Harrison St Kansas City, MO
 Permanent Address, if different from present address:
 Email Address caseyws89@gmail.com

EMPLOYMENT DESIRED

Position applying for: Housekeeping Salary desired: \$12.00

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? 10-07-17

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	9am	9am	9am	9am	9am	9am	9am
PM.	5pm	5pm	5pm	5pm	5pm	5pm	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

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

Your Position and Duties BartenderDates of Employment: From 06/16 To 09/16 Weekly Pay: Starting 213 Ending 213Reason for Leaving: Quit moved to a different locationName and Address of Employer Hampton InnType of Business Hotel Telephone No. (207) 622 4077 Supervisor's Name Virginia Burns
Your Position and Duties HousekeepingDates of Employment: From 07/15 To 12/15 Weekly Pay: Starting 8.50 Ending 8.50Reason for Leaving: Moved out of state

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: Annette Telephone No. (757) 975 2922Address: Virginia Beach, VAOccupation: Housekeeping Relationship: Co Worker Number of Years Acquainted: 1Name: Ms. Cookie Telephone No. (757) 724 2042Address: Virginia Beach, VAOccupation: Housekeeping Manager Relationship: Co Worker Number of Years Acquainted: 1Name: Santiago Telephone No. (757) 965 2300Address: Virginia Beach, VAOccupation: GM of Hampton Inn Relationship: Co Worker Number of Years Acquainted: 1

Name: Casey Walsh-Storey Score 12/14

Housekeeping Test



1. During which of the following situation(s) should you wear gloves?
 - a) When handling disinfectant solutions
 - b) When cleaning guest rooms
 - c) When handling soiled linen
 - d) When handling or disposing of waste
 - e) All of the above
2. Which of the following should be cleaned daily?
 - a) Chairs, lamps, and tables
 - b) Tabletops, bed, and handrails
 - c) Grab bars, light, tops of doors and counters
 - d) Floors, sinks, toilets, and latrines
 - e) All of the above
3. True or False: You do not need to use a separate cloth for cleaning bathrooms.
4. True or False: Dusting is most commonly used for cleaning walls, ceiling, doors, windows and furniture.
5. Should the following be cleaned daily or weekly? Circle one.

a) Floors	<input checked="" type="radio"/> Daily/ Weekly
b) Toilets and latrines	<input checked="" type="radio"/> Daily/ Weekly
c) Carpets in guest rooms	<input checked="" type="radio"/> Daily/ Weekly
d) Carpets in offices	<input checked="" type="radio"/> Daily/ Weekly
e) Soiled linen	<input checked="" type="radio"/> Daily/ Weekly
6. The best way to clean the floors:
 - a) Scrubbing
 - b) Dry sweeping and dusting
 - c) Sweeping, mopping and dusting
 - d) Wet mopping
7. What should do if you spill liquids or see a liquid spill?
 - a) Leave it for someone else to clean- up
 - b) Wait until the end of your shift to clean it
 - c) Flag the spill and clean it up immediately
 - d) Not sure
8. The proper procedure for cleaning spills of blood and other body fluids is:
 - a) Wearing gloves, clean with cloth soaked in chlorine solution and follow up with disinfectant solution
 - b) Find the janitor on- duty and ask him to clean it up
 - c) Grab whatever is closest and wipe up immediately, then mark "Biohazard"
 - d) Nothing
9. What do you do if you encounter with bed bugs in a guest room?
Report to a manager.
10. What do you do if you find Lost and Found items in a guest rooms?
Bring down to the office with name, date, item and room #.
11. Describe the difference between a disinfectant and a cleaning solution?
Disinfectant + Kills germs.



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Acrobat Outsourcing
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Phone: 415-431-8826 | Fax: 415-431-1580
www.acrobotoutsourcing.com

GLOBAL CASH CARD FORM

New

Replacement

Cancel

Today's Date

10 - 10 - 2017

One Time Deposit?

Yes

No

Last Name

Walsh-Storey

First Name

Casey

MI

Address

4429 Harrison St

Apartment #

City

Kansas City

State

Zip Code

MO

64111

Social Security Number

000-88-5815

Date of Birth

06-08-1989

INFORMATION TO BE COMPLETED BY ACROBAT REPRESENTATIVE ISSUING CARD
INCLUDE A PHOTOCOPY OF THE CARD WITH THIS FORM:

ACCOUNT NUMBER (16-digits)

4853 - 4001 - 0027 - 4631

Branch Office:

YC

Completed By: Shelby

Global Cash Card | 7 Corporate Park, Suite 130 | Irvine, CA 92606 | CSR: 1-888-220-4477
Payroll Statements can be viewed online at: www.globalcashcard.com

I hereby release Acrobat Outsourcing the following information to establish my Global Cash Card account and enroll into an automatic payroll deposit. I authorize Acrobat Outsourcing to debit/credit my account. I have verified my information above and understand that any cash card charges incurred are my responsibility. I agree to the terms and conditions under which Global Cash Card Prepaid ATM Card is issued.

Please agree to the following:

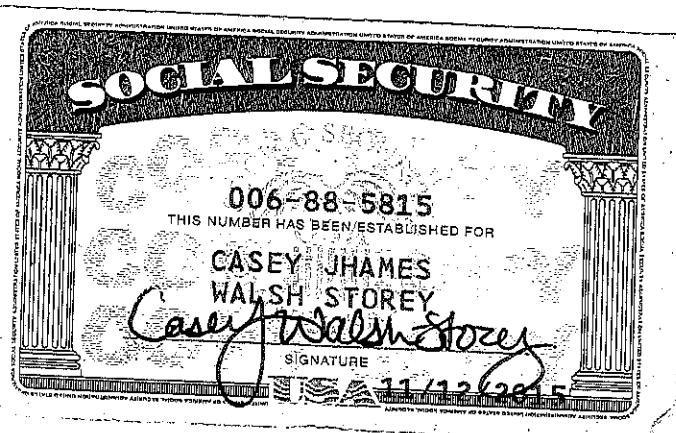
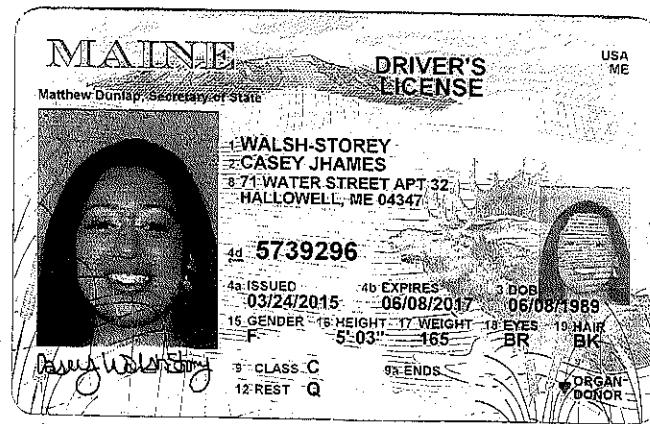


By selecting this check box, you have agreed to the following statement: I authorize my employer, or its service or payroll provider, and the specified bank to deposit my net pay or portion thereof, as indicated, into my account each pay date. If funds to which I am not entitled are deposited into my account, I authorize my employer, or its service or payroll provider, to direct the bank to return said funds to my employer, or its service or payroll provider. I understand that my deposit may not be credited to my account until 5:00 PM on the pay date indicated on the check voucher. I understand that it is my responsibility to ensure that my wages are being deposited correctly into my account each pay date.

I also acknowledge it is my responsibility to enter the correct Bank Transit Number and Account Number as to where I want my payroll funds deposited. I understand that if I enter incorrect Bank Transit Number and WILL prevent my payroll funds from being deposited into my account. I also acknowledge that any Bank Transit Number that begins with the number 5 is NOT a valid number to be paid on the next available pay date.

Print Name: Casey Walsh-Storey

Employee Signature: Casey Walsh-Storey
Date: 10-10-2017





SENSITIVE BUT UNCLASSIFIED

Case Verification Number: 2017283122612JY

Report Prepared: 10/10/2017

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Employee Information

Last Name: Storey

First Name: Casey

Date of Birth: 06/08/1989

Social Security Number: ***-** 5815

Hire Date: 10/10/2017

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 territory possession

List C Document: Social Security Card

Document Name: ID card

Document State: Virginia

Driver's License or ID Card Number:

Document Expiration Date: 06/30/2019

Case Status Information

Final Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 10/10/2017

Case Submitted By: SSHA2488

Closed On: 10/10/2017

Closed By: SSHA2488

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

SENSITIVE BUT UNCLASSIFIED