



## Employment Application

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### Your Contact Information

First Name \*

Dora

Last Name \*

Torres

E-mail Address \*

DoraTorres@sjd.org

Phone \*

713 287-0509

Address \*

7111 Alderson St.

Unit or Number \*

0000

City, State \*

Houston, Texas

Zip Code \*

77020

What region(s) are you applying to work within? \*

- ☐ San Francisco
- ☐ San Jose
- ☐ Sacramento
- ☐ Los Angeles/Orange County
- ☐ San Diego
- ☐ Riverside
- ☐ Austin
- ☒ Houston
- ☐ Kansas City
- ☐ Des Moines
- ☐ New Jersey

Which position(s) are you applying for? \*

- ☒ Cook
- ☒ Server
- ☐ Bartender
- ☒ Busser
- ☐ Barback
- ☒ Housekeeper
- ☒ Dishwasher
- ☐ Barista
- ☐ General Labor/Construction
- ☒ General Cleaning
- ☐ Other

Are you applying for: \*

When can you start? \*

Can you work overtime? \*

☒ Full-Time

11-08-2017

☒ Yes☐ Part-Time☐ No

How did you hear about us? \*

- ☒ Referral
- ☐ Google
- ☐ Social Media
- ☐ Craigslist
- ☐ Acrobat Website

If you were referred, please tell us by whom:

Juanita Cavazos

What days/times can you work? Select all that apply: \*

- ☒ Monday AM
- ☒ Monday PM
- ☒ Tuesday AM
- ☒ Tuesday PM
- ☒ Wednesday AM
- ☒ Wednesday PM
- ☒ Thursday AM
- ☒ Thursday PM
- ☒ Friday AM
- ☒ Friday PM
- ☒ Saturday AM
- ☒ Saturday PM

Do you have any planned vacations or extended leave in the next 12 months? (If no, leave blank)

No

Have you ever applied to or worked for Acrobat before?

- ☐ Yes
- ☒ No

Do you have any friends or relatives working for Acrobat? If so, please let us know who:

No

If hired, would you have 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 under 18. If you are under 18, hire is subject to verification that you are of minimum age to work.

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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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Pursuant to The Opportunity to Compete Act we will consider for employment qualified applicants with arrest and conviction records.

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## Education & Skills

*Please Indicate Highest Level Achieved*

Name of School \*

City & State \*

McReynolds High School

Houston Texas

Grade/Degree \*

GED

Graduated? \*

☒ Yes

☐ No

Do you have any special licenses? (If so, label under "Special") \*

☐ Yes

☒ No

Are you computer literate? (If so, label which programs under "Special") \*

☒ Yes

☐ No

Are you proficient with Point of Sale systems? (If so, label which under "Special") \*

☐ Yes

☒ No

Do you have any experience, training, qualifications or special skills? (If so, label under "Special") \*

☐ Yes

☒ No

Special:

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## Employment History

Are you currently employed? \*

☐ Yes

☒ No

Can we contact your current employer? \*

☐ Yes

☒ No

**Most Recent Employers**

Name and Address of Employer \*

St. John The Divine

Type of Business \*

Church

Phone Number \*

832 603-8014

Your Position &amp; Duties \*

Kitchen Duties

Date of Employment (from/to): \*

2012 to current upon request

Reason for Leaving \*

Applied to Acrobat

Still Employed: \*

☐ Yes☒ No

Name and Address of Employer

2450 River Oaks Blvd 77019

Type of Business

Church

Phone Number

832 603-8014

Your Position &amp; Duties

Line server, prep, omelet chef, cashier

Date of Employment (from/to):

Reason for Leaving

Still Employed:

☐ Yes☒ No

Other opportunities

Name and Address of Employer

Type of Business

Phone Number

Your Position & Duties

Date of Employment (from/to):

Reason for Leaving

Still Employed:

☐ Yes

☐ No

Have you ever been fired from a previous place of employment? If yes, please explain:

No

## Military Service

Have you obtained any special skills or abilities as the result of service in the military? If yes, please explain:

No

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## Job Related References

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### References

First Name \*

Juanita

Last Name \*

Cavazos

E-mail Address \*

jcavazos@sjd.org

Phone \*

832 603-8014

Relationship: \*

Cousin

Years Acquainted: \*

57

First Name

Jerry

Last Name

Diaz

E-mail Address

ex: myname@example.com

Phone

713 438-7020

Relationship:

Brother

Years Acquainted:

57

First Name

Last Name

E-mail Address

ex: myname@example.com

Phone

Relationship:

Years Acquainted:

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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. \*

☒ (Checked box indicates acknowledgement)

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. \*

☒ (Checked box indicates acknowledgement)

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. \*

☒ (Checked box indicates acknowledgement)

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. \*

☒ (Checked box indicates acknowledgement)

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. \*

☒ (Checked box indicates acknowledgement)

I hereby acknowledge that I have read and understand the above statements. \*

☒ (Checked box indicates acknowledgement)

By signing the document below and clicking the "Submit" button, you are signing this Agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement.

Applicant Digital Signature (Type Name): \*

Date: \*

Dora Torres

11-08-2017

 This field is required.



Please attach your resume here, if you do not attach it, please bring a hard copy of your resume to the in-person interview.

Please Attach Resume Below

 

Enter captcha text below: \*

 Captcha - Reload if not displayed

basin 

There are errors on the form. Please fix them before continuing.

## Grill Cooks Test

Score 10 / 40

### Multiple Choice Test (1 point each)

- B 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
- A 2) The recommended temperature for your refrigerator is...
- a) 45°F
  - b) 50°F
  - c) 40°F
  - d) 20°F
- D 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
- B 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
- A 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
- A 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
- D 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
- A 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
- B 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

10) Food-handling gloves must be changed frequently and also:

- a) After handling garbage
- b) After every break
- c) After picking things up off the floor
- d) Between handling raw and cooked foods
- e) All of the above

11) A Julienne is:

- a) to cut food into 1 inch X 1 inch cubes
- b) A cooking method using high heat
- c) To cut food into 1/8 X 1/8 slices
- d) A rough cutting method producing oblong shapes

12) A gallon is equal to \_\_\_\_\_ ounces

- a) 56
- b) 145
- c) 32
- d) 128

13) How many cups are in a quart?

- a) 2
- b) 4
- c) 6
- d) 8

14) A Chiffonade is:

- a) To slice an herb or leafy vegetable into thin ribbons
- b) To de bone a fish
- c) Another name for parchment paper
- d) To cook food in liquid, or at just below the boiling point

15) Potentially hazardous hot foods must be maintained at an internal temperature of \_\_\_\_\_ or higher to be safe

- a) 145° F
- b) 135° F
- c) 160° F
- d) 180° F

16) Which of the following explains the process of poaching?

- a) Poke poultry on the thickest part in order to make sure it's tender
- b) To cook food in an oven that has reached 350° F
- c) Cook gently in water that is hot but not boiling (160°-180°)
- d) Submerge protein in boiling liquid to speed cooking time

17) If a recipe calls for 16oz of mirepoix, how many ounces of onion, celery, and carrots do you need?

- a) 8 oz of celery, 4 oz of onion, 4 oz of carrot
- b) 4 oz of celery, 8 oz of carrot, 4 oz of onion
- c) 4 oz of celery, 8 oz of onion, 4 oz of carrot
- d) 2 oz of celery, 10 oz of carrot, 2 oz of onion

18) Which of the following best describes braising?

- 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

## Grill Cooks Test

- B 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

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

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

- A 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)

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

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

- 1.
- 2.
- 3.
- 4.
- 5.

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

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

## Interview Note Sheet

Applicant Information	
Name: <u>Dora Torres</u>	Interviewer: <u>Camille</u>
Date: <u>11/10/17</u>	Rate of Pay:
Position (s) Applied for: <u>Cook, Server, busser, dishwasher</u>	Referred by: <u>Client / Juanita</u>

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

Seeking:
<u>Full-Time</u>
<u>Part-Time</u>

Relevant Experience & Summary of Strengths
<p style="text-align: right; margin-right: 50px;"><b>Total of <u>5 years</u> in Food Service/Hospitality</b></p> <p><u>People person</u> <u>likes to stay busy</u> <u>wants to learn new things</u></p>
P.O.S. Experience: Y / N details: _____

Transportation				
<u>Car</u>	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>North East</u>	

Certifications (if any)				
TIPS	<u>Serv-Safe</u>	LEAD	Other _____	Will Submit

Availability				
<u>Open</u>	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	<u>Black Pants</u>	<u>Non-Slip Shoes</u>	Bow Tie	Other: _____	
Would you recommend this applicant for Acrobat Academy?			<u>Convention Candidate?</u>		Other Languages Spoken:		