

Interview Note Sheet

Applicant Information

| | |
|---------------------------------------|-----------------------------|
| Name: <u>ROBERT RICHARD</u> | Interviewer: <u>Shelby</u> |
| Date: <u>12-10-17</u> | Rate of Pay: |
| Position (s) Applied for: <u>COOK</u> | Referred by: <u>WALK-IN</u> |

Test Scores

| Server | /35 | % | Bartender | /35 | % |
|------------|-------|----|--------------|-----|---|
| Prep Cook | 14/20 | 70 | Barista | /15 | % |
| Grill Cook | 20/40 | 50 | Cashier | /15 | % |
| Dishwasher | /10 | % | Housekeeping | /16 | % |

| Job Seeker |
|------------|
| Full-Time |
| Part-Time |

Relevant Experience & Summary of Strengths

- LAST job - ALL TEAM Total of _____ in Food Service/Hospitality
- chef (KAUFFMAN foundation)
- ALL TEAM
- not enough work
- looking for any cook position
- Uniforms ✓

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

| | | | | |
|-----------------------------|--------------------------------------|--------------------------------------|--|------------------|
| Transportation | <input checked="" type="radio"/> Car | <input type="radio"/> Public Transit | <input type="radio"/> Carpool (Rider / Driver) | |
| Residence/Available to work | Kansas City, KS | Overland Park, KS | Kansas City, MO | Independence, MO |

| | | | | | |
|-------------------------|---------------------------------------|-----------|---------|---------------|-------------------|
| Certifications (if any) | TIPS | Serv-Safe | LEAD | Other _____ | Will Submit _____ |
| Availability | <input checked="" type="radio"/> Open | AM only | PM only | Weekdays only | Weekends only |

| | | | | | | |
|---|------------|--------------|-----------------------|----------------|-------------------------|----------------|
| 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: | |

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

First and Last Name: Robert Putnam
Email: Rob.Putnam@gmail.com
Phone number: 816-612-1369

Working Experience:

Company Name: Kauffman Foundation 3/10/
Dates of Employment: 2005 200 5/6/2012 - 2016
Job Responsibility:

- Prep cook Brat cook
- Cold prep Fry cook
- Grill cook
- Salad prep

Company Name: _____
Dates of Employment: _____
Job Responsibility: _____

-
-
-
-

Company Name: _____
Dates of Employment: _____
Job Responsibility: _____

-
-
-
-

Skills

-
-
-
-



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 Robert Pittman Date: 12/15/2017
Home Telephone (816) 612-1369 Other Telephone ()
Present Address 3309 E 41st Street 64130
Permanent Address, if different from present address:
Email Address Bob.pittman0@gmail.com

EMPLOYMENT DESIRED

Position applying for: Line Cook Prep Cook Salary desired: 10.00
Are you currently registered with any staffing and/or employment agencies? If so, please list
Cell Team 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 myself 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? 12/17/17

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 | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|-------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| DAILY | <u>OPEN</u> |
| AM | | | | | | | |
| PM | | | | | | | |

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:
No

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

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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? |
|--|--------------|---------------------------|-------------------|
| chillicothe high | Missouri | 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 all team staffing

Type of Business line worker Telephone No. (____) Supervisor's Name _____

Your Position and Duties prep cook line cook dish washer

Dates of Employment: From _____ To _____ Weekly Pay: Starting 10.00 Ending _____

Reason for Leaving: still work there

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: _____

Name and Address of Employer _____

Type of Business _____ Telephone No. (____) Supervisor's Name _____

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Your Hospitality Staffing Professionals

Your Position and Duties _____

Dates of Employment: From _____ To _____ Weekly Pay: Starting _____ Ending _____

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: Dave Kennedy Telephone No. (816) 606-7494

Address: Kansas City, Mo

Occupation: Chef Relationship: Best friend Number of Years Acquainted: 15

Name: Dave Kennedy Telephone No. (413) 231-3278

Address: Kansas City, Mo

Occupation: Chef Relationship: _____ Number of Years Acquainted: _____

Name: _____ Telephone No. (____)

Address: _____

Occupation: _____ Relationship: _____ Number of Years Acquainted: _____



Please Read Carefully, Initial Each Paragraph and Sign Below

RP 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.

RP 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.

RP 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.

RP 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.

RP 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

Peter P. Patrick Date 12/15/17

Prep Cooks Test

Score 14 / 20

Multiple Choice (1 point each)

C

1) A gallon is equal to ____ounces

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

A

2) Mesclun are what type of vegetable?

- a. Roots
- b. Beans
- c. Salad Greens
- d. Spices

C

3) What does the term braise mean?

- a. Sear quickly on both sides
- b. Slowly cook in covered pan with little liquid
- c. Cook on high heat and quickly
- d. Slowly cook in simmering water

B

4) At what internal temperature must chicken be cooked so that it is safe to eat?

- a. 155 degrees F
- b. 165 degrees F
- c. 175 degrees F
- d. 185 degrees F

A

5) How do you blanche vegetables?

- a. Immerse for a short time in boiling water
- b. Cook lightly in butter over med heat
- c. Soak in cold water overnight
- d. Rub with salt before cooking

C

6) Which of the following ingredients would you pack before measuring?

- a. Olive Oil
- b. Salt
- c. Brown Sugar
- d. White Sugar

A

7) What is Al Dente?

- a. Firm but not hard
- b. Soft to the touch
- c. Very hard
- d. Very soft

E

8) Food should be left out no more than

- a. 2 hours
- b. 3 hours
- c. 4 hours
- d. 5 hours

50

Prep Cooks Test

A 17) What is a Julien cut?

- a. Food cut into long thin strips, matchstick
- b. Food cut into long thin strips then turned and cut into a 1/8" dice
- c. Food diced into finely chopped and uniform pieces
- d. Cutting and peeling into oblong seven sided football like shapes

A 18) To cook a food in a pan without browning over low heat until the item softens and releases moisture.

- a. Sweat
- b. Boil
- c. Roast
- d. Grill

Fill-in the Blank (1 point each)

19) Salt & pepper are the basic seasoning ingredients for all savory recipes.

20) Dice : to cut into very small pieces when uniformity of size and shape is not important.
Chopped

Grill Cooks Test

Score 30 / 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

C 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

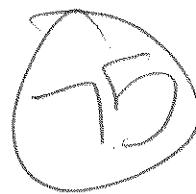
C 5) Which of these conditions requires immediate corrective action?
a) Packaged food items are stored at least 6 inches above the floor
b) Ice is being used to cool beef stew in a shallow pan
c) Raw meats are stored on a shelf above ready-to-eat egg salad in the walk-in cooler
d) Raw fish is stored above raw chicken in the walk-in freezer

D 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

R 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

C 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

A 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

C 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

C 20) What temperature should chicken be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

B 21) What temperature should ALL ground meat be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

D 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)

to thicken a sauce or make gravy

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)



SENSITIVE BUT UNCLASSIFIED

Case Verification Number: 2017352141029CD

Report Prepared: 12/18/2017

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Employee Information

Last Name: Pittman

First Name: Robert

Date of Birth: 12/11/1967

Social Security Number: *** ** 0743

Hire Date: 12/18/2017

Citizenship Status: A citizen of the United States

Document Information

List B Document: ID card issued by a U.S. federal, state or local government agency

List C Document: Social Security Card

Case Status Information

Final Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 12/18/2017

Case Submitted By: SSHA2488

Closed On: 12/18/2017

Closed By: SSHA2488

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

SENSITIVE BUT UNCLASSIFIED