

## 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 Sarah Cranford Date: 1/24/18  
 Home Telephone (920) 342-1682 Other Telephone ( )  
 Present Address 1445 48th Avenue San Francisco CA 94122  
 Permanent Address, if different from present address: \_\_\_\_\_  
 Email Address Sarah.Lynn714@gmail.com

### EMPLOYMENT DESIRED

Position applying for: Line Cook Salary desired: \$23/Hour  
 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? \_\_\_\_\_

*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		X	X	X	X	X	
PM							

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.) \_\_\_\_\_

# Acrobat

outsourcing  
Your Hospitality Staffing Professionals

Dates of Employment: From 2015 To 2016

Reason for Leaving: called back to Ozaukee Country Club for better opportunity

Name and Address of Employer Big Daddys Brew & Q

Type of Business Corporate Telephone No. (414) 203-0404 Supervisor's Name Zach Rosen

Your Position and Duties Line Cook - assist in prep & short order cook

Dates of Employment: From 2012 To 2013

Reason for Leaving: further career

Have you ever been fired from any previous place of employment? If so, please explain: NO

## 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: Darwin Cruz Telephone No. (262) 894-1762

Address 10823 N River Road, Mequon WI 53092

Occupation: Head Chef Relationship: BOSS Number of Years Acquainted: 4

Name: Jessica Dandinger Telephone No. (920) 254-5579

Address 10823 N River Road, Mequon WI 53092

Occupation: Sous Chef Relationship: coworker Number of Years Acquainted: 4

Name: Natasha Brooks Telephone No. (414) 285-0049

Address 10823 N River Road, Mequon WI 53092

Occupation: PASTRY Chef Relationship: coworker Number of Years Acquainted: 2

**OBJECTIVE**

To continue to learn and grow in the culinary field while making nutrition and healthy, wholesome foods a part of my main focus.

**QUALIFICATIONS**

- Associates Degree in Culinary Arts
- 9 years experience in restaurant environments and working nearly all positions; line cook, server, expeditor, busser, dishwasher.
- Strong analytical and problem-solving skills.
- Two years supervisory experience. (up to 10 employees)

**Professional Skills**

- Knowledgeable in all aspects/positions of the professional kitchen: sauté and broiler lines, pantry/pastry, prep, menu planning, banquet execution, inventory, invoices, food cost.
- Well-organized and efficient.
- Self motivated and can quickly learn new procedures and methods.
- Professional demeanor.
- Dependable – can work without supervision; able to follow directions, both oral and written.
- Able to work under pressure and meet deadlines.
- Fluent (and fast learner) in POS software.

**Interpersonal and Teamwork Skills**

- Work well with a diverse group of people.
- Honest, friendly, excellent communication skills.
- Demonstrated accuracy, and attention to detail.
- Work well in a team environment.
- Committed to assisting others.

**Quantitative Skills**

- Ran sales analytics on POS system to find best/worst selling items.
- Collected and signed distributor invoices, while tracking weekly cost of products.
- Helped to maintain low food costs, cutting expenditures/seeking lower prices when needed.

**Computer Skills**

- Above average skills in MS Office suite including Word, Excel, Power Point, Outlook.
- Business correspondence writing letters and memos, editing for content, spelling and grammar.
- Able to learn new software applications quickly with ease.

# Sarah Cranford

San Francisco, CA 94122  
(920) 342-1682  
Sarah.lynn714@gmail.com

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## EDUCATION

Oconomowoc High School  
High School Diploma 2009

University of Wisconsin-Milwaukee  
Major in Medical Anthropology  
Emphasis on Food and Culture

MATC- Milwaukee Area Technical College  
Culinary Arts-Complete Program

Milwaukee, WI  
2012-2015

Oconomowoc, WI

Milwaukee, WI  
2009-2012

## EMPLOYMENT

Ozaukee Country Club Mequon, WI  
Chef Darwing Cruz  
Lead Sautee Cook: Line work, prep work, banquet production  
Sous Chef: Management of line, prep, and banquet productions, menu design,  
ordering, receiving invoice checks, food cost management

2014-2015

2016-2018

- Have assisted/directed in the production of two Chaine de Rotisseurs banquets
  - January 2017 & January 2018
- Hosted/assisted during multiple AFC-Milwaukee functions
- Hosted/provided catering for 2014 WSGA Golf Amateurs Championship

Glorioso's Italian Market  
Darin Wisniewski  
Kitchen Managment (In Training)

Milwaukee, WI

Fall 2015

Bluemound Country Club Wauwatosa, WI  
Doug Leonhardt  
Lead Sautee Cook: Line work, prep work, banquet production

2013 to 2014

Melthouse Bistro  
Jerry Cruz  
Line Cook, Dishwasher, Prep Cook

Milwaukee, WI

2012-2013