

# **Tokus Ogunbiyi**

4027 Marchant Rd.  
Houston, Texas 77047  
(713)734-3146 (Home)  
tokusogunbiyi@gmail.com

## **SUMMARY**

Energetic, enthusiastic, and dependable Salesman, with over 7 years of sales experience. Seeks an opportunity with an employer that will appreciate a fast learner and team-player. This individual holds the ability to communicate with people of all educational, socio-economical and ethnic backgrounds, while representing a company with professionalism and confidence. Candidate looks forward to grow with company and contribute to exceptional customer service

## **PROFESSIONAL EXPERIENCE**

### **Sales/ Customer Service**

- ❖ Possess highly effective communication skills
- ❖ Obtain a very amicable personality and demeanor
- ❖ Introduce the sale of new or additional products/services
- ❖ Experienced in conducting inventory and place an emphasis on finding misplaced items
- ❖ Held position of 'Retail Guru' at 'Joes Crab Shack' and increased sales by at least 50%
- ❖ Represent the company with confidence and superior customer service

## **EMPLOYMENT HISTORY**

<b>Sales Representative, ADT Home Security – Houston, Texas</b>	<b>Current</b>
<b>Retail Guru, Joes Crab Shack – Houston, Texas</b>	<b>01/2011 - 10/2011</b>
<b>Sales Representative, Just Energy – Houston, Texas</b>	<b>02/2010 – 12/2010</b>
<b>Sales Representative, Houston Chronicle – Houston, Texas</b>	<b>04/2009 – 01/2010</b>

## **EDUCATION**

**Major: Business, Houston Community College – Houston, Texas**

**Diploma: Evan E. Worthing High School – Houston, Texas**

## 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 TOKUS Ogunbisi Date: 1-30-2018  
 Home Telephone (832) 732 3255 Other Telephone ( )  
 Present Address 11803 S. Marianne Ctr.  
 Permanent Address, if different from present address: \_\_\_\_\_  
 Email Address tokusogunbisi@gmail.com

### EMPLOYMENT DESIRED

Position applying for: ANY Salary desired: Open

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	<u>Open</u>	—	—	—	—	—	→
PM	<u>Open</u>	—	—	—	—	—	→

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

# Acrobat

outsourcing  
Your Hospitality Staffing Professionals

Type of Business \_\_\_\_\_

Telephone No. (\_\_\_\_) \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Your Position and Duties \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

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 \_\_\_\_\_

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: Reliant Energy Telephone No. (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: \_\_\_\_\_ Number of Years Acquainted: \_\_\_\_\_

Name: Marriott Hotel Telephone No. (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: \_\_\_\_\_ Number of Years Acquainted: \_\_\_\_\_

Name: Joes Crab Shack Telephone No. (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: \_\_\_\_\_ Number of Years Acquainted: \_\_\_\_\_

**Servers Test**

**Multiple Choice**

D

1) Food is served on what side with what hand?

- On the left side with the left hand
- On the left side with the right hand
- On the right side with the left hand
- On the right side with the right hand

B

2) Drinks are served on what side with what hand?

- On the left side with the left hand
- On the left side with the right hand
- On the right side with the left hand
- On the right side with the right hand

C

3) Food and drinks are removed on what side with what hand?

- On the left side with the left hand
- On the left side with the right hand
- On the right side with the left hand
- On the right side with the right hand

A

4) What part of a glass should you handle at all times?

- The stem
- The widest part of the glass
- The top

A

5) When you are setting a dining room how should you set up your tablecloths?

- Neatly and evenly across the tables
- The creases should all be going in the same directions
- The chairs should be centered and gently touching the table cloth
- All of the above

A

6) If you bring the wrong entrée to a guest what should you do?

- Go back into the kitchen and patiently wait in line behind the rest of the servers until it's your turn
- Inform the guests that you will bring the correct entrée once everyone else in the dinning room is served
- Try to convince the guests to eat what you brought them
- Go back into the kitchen to the front of the line and inform the expeditor that you need a different entrée

*pushed*

**Match the Correct Vocabulary**

A  Scullery

A. Metal buffet device used to keep food warm by heating it over warmed water

B  Queen Mary

B. Style of service where food is prepared or served individually at the dinner table to fit the customer's specific taste (i.e. providing dressing and pepper for salad or handing out bread to each patron)

E  Chaffing Dish

C. Used to hold a large tray on the dining floor

B  French Passing

D. Area for dirty dishware and glasses

G  Russian Service

E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored

F  Corkscrew

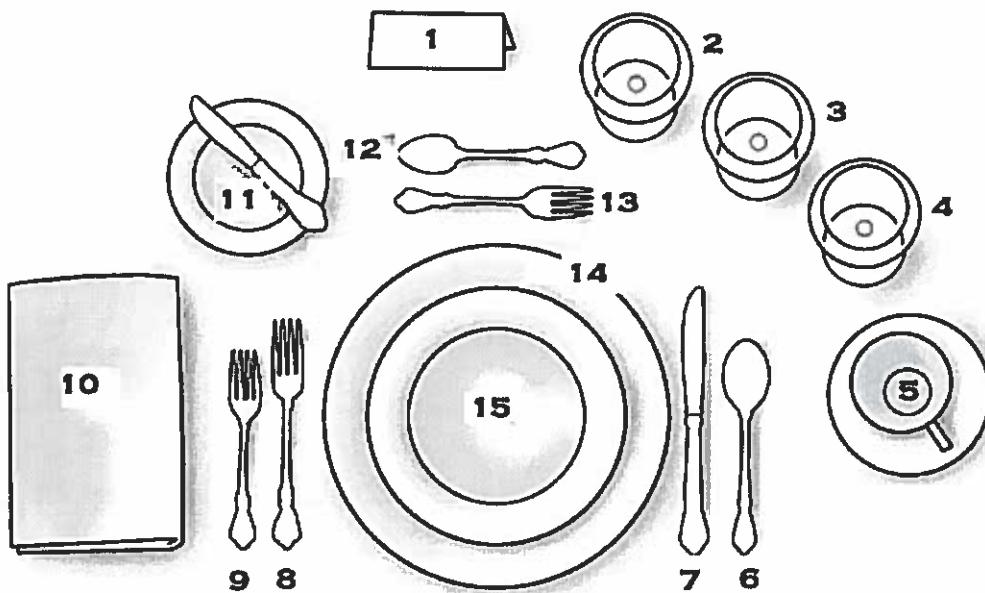
F. Used to open bottles of wine

C  Tray Jack

G. Style of dining in which the courses come out one at a time

**Servers Test**

Score / 35



**Match the Number to the Correct Vocabulary**

<u>10</u> ✓	Napkin	<u>8</u> ✓	Dinner Fork
<u>11</u> ✓	Bread Plate and Knife	<u>5</u> ✓	Tea or Coffee Cup and Saucer
<u>1</u> ✓	Name Place Card	<u>7</u> ✓	Dinner Knife
<u>6</u> ✗	Teaspoon	<u>2</u> ✓	Wine Glass (Red)
<u>13</u> ✓	Dessert Fork	<u>9</u> ✓	Salad Fork
<u>12</u> ✗	Soup Spoon	<u>14</u> ✗	Service Plate
<u>15</u> ✓	Salad Plate	<u>3</u> ✗	Wine Glass (White)
<u>4</u> ✓	Water Glass		

**Fill in the Blank**

1. The utensils are placed ? X inch (es) from the edge of the table.
2. Coffee and Tea service should be accompanied by what extras? Sugar, Cream, etc.
3. Synchronized service is when: ? X
4. What is generally indicated on the name placard other than the name? Calories Reserved
5. The Protein on a plate is typically served at what hour on the clock? 6:17 pm
6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?  
Inform the chef

## Interview Note Sheet

### Applicant Information

Name: <b>TOKUS Ogunbiyi</b>	Interviewer: <b>Ullingayay-</b>
Date: <b>11/30/18</b>	Rate of Pay:
Position(s) Applied for:	Referred by:

### Test Scores

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

Seeking:

Full-Time

Part-Time

### Relevant Experience & Summary of Strengths

8 yrs of experience  
bartender  
banquet server  
host  
Burry driver  
dishwashing

Total of **8 yrs** in Food Service/Hospitality  
- experience in field.

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

norhside

### Certifications (if any)

TIPS

Serv-Safe

LEAD

Other

**TABC required**

Will Submit

### Availability

Open

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

Black Pants

Non-Slip Shoes

Bow Tie

Other:

Would you recommend this applicant for Acrobat

Convention Candidate?

Other Languages Spoken: