

Employment Application

816-501-9067

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 HARRISON, Angela Date: 1-23-18
 Home Telephone (415) 849-4451 Other Telephone () _____
 Present Address 111 Taylor
 Permanent Address, if different from present address: _____
 Email Address _____

EMPLOYMENT DESIRED

Position applying for: Dish washer Salary desired: \$16.00

Are you currently registered with any staffing and/or employment agencies? If so, please list

no

Are you applying for: Full-time work? Yes ___ No ___ Part-time work? Yes X No ___

Temporary work, e.g., summer or holiday work? Yes ___ No X From: _____ To: _____

How did you find out about our open position? (Please check fill in proper name of source):

Referral ☒ Name of Referral Carl Mack Newspaper ☐ Job Fair ☐ Agency ☐ Company Website ☐

Other Web Posting ☐ Other Source ☐

Could you work overtime, if necessary? Yes X No ___ If hired, on what date could you start working? Today

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							

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 X If yes, when? _____

Do you have friends or relatives working for Acrobat Outsourcing? Yes X No ___ If yes, please state name and relationship _____

If hired, would you have a reliable means of transportation to and from work? Yes X No ___

If hired, can you present evidence of your legal right to live and work in this country? Yes X No ___

State age if you are under 18 X. 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 X 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.) _____

Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment qualified applicants with arrest and conviction records.

EDUCATION & SKILLS

NAME OF SCHOOL <u>5 Keys Charters</u>	CITY & STATE <u>S.F. CA</u>	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE? <u>X</u>
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES	<u>NO</u>
Are you computer literate? If so, list software knowledge under "Special."		YES	<u>NO</u>
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		YES	<u>NO</u>
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	<u>NO</u>
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 X If so, may we contact your current employer? Yes ___ No X

Name and Address of Employer GEO

Type of Business Hotel Housing Telephone No. (415) 346-9769 Supervisor's Name James

Your Position and Duties Dishwasher for 5 years

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: _____

Name and Address of Employer _____

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

Your Position and Duties _____

Acrobat

outsourcing
Your Hospitality Staffing Professionals

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: Faye T A Telephone No. (415) 933-4863
Address: DESK CLERK J. F. CA

Occupation: _____ Relationship: Friend Number of Years Acquainted: 12

Name: Star Branch Telephone No. (415) 504-4864
Address: J. F. CA

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

Name: _____ Telephone No. (____) _____

Address: _____

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

Please Read Carefully, Initial Each Paragraph and Sign Below

A.H.

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.

A.H.

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.

A.H.

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.

A.H.

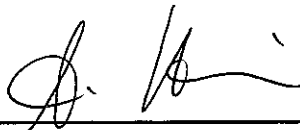
I understand that if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 form in this regard within three days of my hire date.

A.H.

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



Date

1-23-18

Angelito T Harrison

111 Taylor St.
San Francisco, CA 94102

Phone: (415) 359-4650

Email: harrisonangelito75@gmail.com

Federally Required Information

Pursuing an AS Degree in Criminal Psychology.

Summary of Experience

Seeking a fulltime position working in an warehouse setting. Where i can utilize my maintenance and warehouse skills.

Employment History

Secretary

07/2003 - 05/2004

Top Tempo/Future Personel

Los Angeles, CA

Employment Type:

Work for the Los Angeles County DPSS on an temporary assignment. Type 60 wpm Used Microsoft browser and e-mail clients on Internet and Intranet Maintain filing systems Operated fax machine, copier, and 10 key Screening and directing calls Using various software applications Data Entry

Census Bureau Interviewer

03/2000 - 08/2000

Census Bureau

San Francisco, CA

Employment Type:

Door to door interviewer. Daily Journal. Resending Information. Projecting a Courteous and Professional Public Image.

01/1999 - 12/1999

CalJOBS Education

CA

Employment Type:

Full Time (30 Hours or More)

CA Associate's Degree Santa Monica High School. Graduated: 1999, Heald College: 1999-2000, West Wood College, of Technology and an AS in CN. Graduated: July 2003

Administrative Asstant

10/1996 - 03/1997

Bayv.Hunt.Mult.Purp.Sen.Cntr.

San Francisco, CA

Employment Type:

Full Time (30 Hours or More)

Creating key reports, memos, meeting agendas, meeting minutes and letters. Maintaining office supplies and schedules. Answering important phone calls and relaying messages. Researching information. Liaising with other administrative assistants at other companies in order to schedule meetings and conferences. Answering, screening and responding to emails. Data entry. Creating travel arrangements, including staff itineraries, accommodations and transportation.

Cashier/Security

04/1996 - 08/1996

Help Mates Staffing/Temp Agency

Los Angeles, CA

Angelito Harrison

Employment Type: Full Time (30 Hours or More)

I worked as a front cashier at the USC Trojan Book Store. Where I performed customer service while accepting cash for books and other items being bought. I returned go-backs to departments within the store. I worked different areas, Emmys/Amer. Idol I also worked as an administrative asst. for the biology dept. at USC College.

Roofer Applicator

06/1995 - 12/1995

Alcal Home Spec Cntrctng Frmnt

42950 Osgood Rd, Fremont, CA

Employment Type: Full Time (30 Hours or More)

Supplying roofing materials. Applying roofing materials. Setting up scaffolds. Nailing roofing paper. Applying gravel, shingles over tar layers. Covering roof with roofing felt, asphalt strips and other roofing materials.

Provider

05/1995 - 11/1995

IHSS

77 Oatis St., San Francisco, CA

Employment Type: Full Time (30 Hours or More)

Cooking, cleaning. Laundry, grocery shopping. Running errands, picking up medication, Taking client to appointments, Applying lotion, and different cremes. Keeping timed meals and medication intake.

Packer

11/1993 - 11/1994

SMX/Staff Managment

2460 N 1st St., San Jose, CA

Employment Type: Full Time (30 Hours or More)

Picked, packed and paid for items. I was a personal shopper. Shopping for customers and paying with a company credit card. I would then pack the items to be shipped.

Packer

10/1994 - 11/1994

Adecco

903 Sneath Ln # 123, San Bruno, CA

Employment Type: Full Time (30 Hours or More)

Pick, pack, pay and ship. Where I would be a personal shopper in local commerical stores and grocery stores.

Packer

12/1993 - 04/1994

Aerotek Staffing Agency

395 Oyster Point Blvd # 120, S San Francisco, CA

Employment Type: Full Time (30 Hours or More)

I would pick clothing, shoes, jewelry and furniture. I would pay for and packed items to be shipped. I also provided correct packing and shipping info, I worked in a fast paced and heavy work enviornment,

Education and Training

Completion Date	Issuing Institution	Location	Degree Received	Course of Study
06/2008	Five Keys Charter High School	San Francisco, CA	High School Diploma	General High School Curriculum

Occupational Licenses & Certificates

Certification Title	Issuing Organization	Completion Date	Expiration Date
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Fork Lift

YCD Program

11/01/2002

05/01/2003

Honors & Activities

Supplying job materials. Keeping the work area clean and safe to work. Providing customer service to on-site clients.
Fixing broken fixtures outside of the property.

Supervisory References

Billie Jean, Case Mgr.

GEO

N/A

San Francisco, CA 94102

(415) 346-9769

Business reference known for 1 year(s).

C B 1) After washing your hands, which item should be used to dry them?

- a) Clean apron
- ☒ b) Sanitized wiping cloth
- c) Single use paper towel
- d) Common used cloth

C 2) While washing dishes by hand, which item should you wear?

- a) Cutting glove
- b) Oven Mitt
- ☒ c) Rubber glove
- d) Nothing

D 3) When should you wash your hands?

- a) Before you start work
- b) After handling non-food items (garbage, money, cleaning chemicals)
- c) After using the restroom
- d) All of the above

B 4) If you need to move a heavy load, you should PULL and not PUSH the object.

- a) True
- b) False

E 5) Which of the following could you be at risk for getting burned from?

- a) Steam from boiling pots
- b) Hot liquids (coffee, soup, tea)
- c) Hot equipment (ovens, pots, chaffing dishes)
- d) Harsh chemicals
- e) All of the above

A 6) All work-related injuries, accidents or illnesses should be reported immediately to the supervisor on duty.

- a) True
- b) False

C 7) What should you 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 immediately
- d) Not sure

C 8) When handling hot items you should?

- a) Wear rubber gloves
- b) No need to wear anything
- c) Use an oven mitt or dry cloth towel
- d) Nothing

A 9) If you are using a three-compartment sink for cleaning and sanitizing, the second sink is used for?

- a) Rinsing
- b) Scraping
- c) Washing
- d) Sanitizing

C B 10) What is the proper method for cleaning and sanitizing stationary equipment?

- a) Spray with a strong cleaning solution and wipe with a sanitized cloth
- b) Spray with a sanitizing solution, then rinse with clean water and dry
- c) Wash and rinse, then wipe or spray with a chemical-sanitizing solution
- d) Brush off loose soil with a clean cloth, then wipe with a sanitizing solution

