

Interview Note Sheet

Applicant Information

Name: <u>Anthony Harris</u>	Interviewer: <u>Steven Gonzalez</u>
Date: <u>4/3/18</u>	Rate of Pay: \$ <u>10</u>
Position (s) Applied for: <u>Housekeeping, Dishwashing</u>	Referred by:

Test Scores

Server	/35	%	Bartender	/35	%
Prep Cook	/20	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	/10	60%	Housekeeping	/14	85%

Seeking:
Full-Time
Part-Time

Relevant Experience & Summary of Strengths

Total of _____ in Food Service/Hospitality

Anthony has experience in cleaning and dishwashing.

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

Transportation

Car Public Transit Carpool (Rider / Driver)

Regions Available to work

Kansas City, KS Overland Park, Kansas Kansas City, MO Independence, MO

Certifications (if any)

TiPS Serv-Safe LEAD Other _____ 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 Academy?

Convention Candidate?

Other Languages Spoken:

Here to serve
(913) 387.9184.

ANTHONY HARRIS
6013 LARSON AV.
KANSAS CITY, MO 64133
Phone: (816) 503-2323
Alt Phone: (310) 895-6753.

Employment History

Groundskeeper, Landscaping and Groundskeeping Workers

04/2017 - 03/2018 City Union Mission Inc. 1100 E 11th St, Kansas City, MO

Landscape or maintain grounds of property using hand or power tools or equipment. Workers typically perform a variety of tasks, which may include any combination of the following: sod laying; mowing, trimming, planting, watering, fertilizing, digging, raking, sprinkler installation, and installation of mortarless segmental concrete masonry wall units.

Porter, Janitors and Cleaners, Except Maids and Housekeeping Cleaners

02/2015 - 03/2018 Labor Max Staffing 12203 E 43rd St S # B, Independence, MO

Keep buildings in clean and orderly condition. Perform heavy cleaning duties, such as cleaning floors, shampooing rugs; washing walls and glass, and removing rubbish. Duties may include tending furnace and boiler, performing routine maintenance activities, notifying management of need for repairs, and cleaning snow or debris from sidewalk. Warehouse associate; material handler. Painter, paint projects as needed.

Landscaping and Groundskeeping Laborer, Landscaping and Groundskeeping Workers

03/2007 - 02/2015 Self employed Kansas City, MO

Landscape or maintain grounds of property using hand or power tools or equipment. Workers typically perform a variety of tasks, which may include any combination of the following: sod laying, mowing, trimming, planting, watering, fertilizing, digging, raking, sprinkler installation, and installation of mortarless segmental concrete masonry wall units.

Cook, Cooks, Restaurant

10/1997 - 03/2007 Greeks. 4443 Broadway, Kansas City, MO

Prepare, season, and cook dishes such as soups, meats, vegetables, or desserts in restaurants. May order supplies, keep records and accounts, price items on menu, or plan menu.

Table Attendant,

03/1999 - 01/2001 Ray's Restaurant Kansas City, MO.

I set up table attendant also was dishwasher.

Education History

Completion Date	Issuing Institution	Location	Degree Received	Course of Study
05/1978	East High School.	Kansas City, MO	High School Diploma	General

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 ANTHONY HARRIS Date: 5/3/2018 April / wednesday
 Home Telephone (913) 387-9184 Other Telephone (913) 219-3123
 Present Address 6413 LARSON ROAD TOWNSHIP KANSAS CITY MO 64133
 Permanent Address, if different from present address: HARRIS ANTHONY 2940 Playtownin 73205@gmail.com
 Email Address

EMPLOYMENT DESIRED

Position applying for: Housekeeping & Clean up Janitorial Dept Salary desired: At Least \$10 Hourly
 Are you currently registered with any staffing and/or employment agencies? If so, please list Labor max staffing 7519 state ave Kansas city, KS 64112 (913) 2839046
 Are you applying for: Full-time work? Yes No Part-time work? Yes No either ill take
 Temporary work, e.g., summer or holiday work? Yes No From: _____ To: _____ prefer full time work
 How did you find out about our open position? (Please check fill in proper name of source): Direct
 Referral Name of Referral Steve Jackson 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? Tuesday 4/3/2018 yrs

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>8:30 AM</u>	<u>8:30 AM</u>	<u>8:30 AM</u>	<u>8:30 AM</u>	<u>8:30 AM</u>	<u>8:30 AM</u>	<u>OPEN</u>
PM	<u>4:15 PM</u>	<u>4:15 PM</u>	<u>4:15 PM</u>	<u>5:pm end</u>	<u>5:pm end</u>	<u>4:15 PM</u>	<u>BUSINESS</u>

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates: N/A

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

Yes Direct Jackson

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
serve in a service
Health
is strong man
(Listen) and answer's on time for Duties

Acrobat

outsourcing

Your Hospitality Staffing Professionals

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 any and all Fair Chance Ordinances, we will consider for employment qualified applicants with arrest and conviction records.

EDUCATION & SKILLS

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
East High school	W.C Mo.	High school Diploma (yes)	(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: ELETRENCE IN STATE 6000 INDEPENDENCE AVENUE MO. BACK THEN YEAR OF 1987 I TOOK UP ASSEMBLY LINE & COLOR CODE MY TRADES.			

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 Labor max

Type of Business Staffing firm Telephone No. (913) 283-0996 Supervisor's Name Mrs. Mary

Your Position and Duties Manual Labor Dishwasher, Busser, Housekeeping Dept., Arrowhead Stadium Trusty Receptionist, Ticket Taker/porter Trusty Jobs

Dates of Employment: From 6/22/14 To 4/1/2018 yr.

Reason for Leaving: Here Just Day Labor pay I desire's a full time Job want

Name and Address of Employer Circles Land 4443 Broadway

Type of Business A Greek Restaurant Telephone No. () Supervisor's Name Demetris S. Hisromo

Your Position and Duties I Set up Table's Attendant very greatful/ Dishwasher (here also Preping) cleaner Grounds keeper, Take out Trash cans.

Dates of Employment: From 1994 To 2009 yr stopped

Reason for Leaving: owner Demetris has passed away and closed down now.

Name and Address of Employer

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outsourcing

Your Hospitality Staffing Professionals

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

Type of Business _____

Your Position and Duties _____

Dates of Employment: From _____ To _____

Reason for Leaving: _____

Name and Address of Employer City Union Mission Christian Life Program

Type of Business A Homeless Center Telephone No. (816)-222-5073 Supervisor's Name Mr Damon Haynes

Your Position and Duties Here I was the grand's keeper they loved it about me administrative work taking pictures of me
This is how good I AM AT IT (yes).

Dates of Employment: From 2/10/07 To 2/18/08 yr

Reason for Leaving: I've finished their program so left and went home.

Have you ever been fired from any previous place of employment? If so, please explain: Never good record =
Have thanks be to god. (Yes)

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: Dinrell Jackson Telephone No. (816) 308-7822

Address 3336 Belfontaine Kc mo, zip code 64171

Occupation: Worl's Here Relationship: friend always Number of Years Acquainted: 42 years

Name: Bruce Jackson Telephone No. (316) 895-6753 CELL

Address 5601 High Land Kansas City mo. 64132

Occupation: American Airlines Relationship: friends Number of Years Acquainted: _____

Name: Greg Parr / ALSO Mr John Sullivan Telephone No. (913) 219-3123

Address 2201, Inc. Kansas City, mo zip code 64171

Occupation: National Kidnapper Relationship: A friend 18 yrs Number of Years Acquainted: 18 yrs now

Please Read Carefully, Initial Each Paragraph and Sign Below

A. B. 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. B. 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. B. 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. B. 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. B. 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 Anthony Harris

Date 4/3/2018 or April 1st

Housekeeping Test

85 7.

1. During which of the following situation(s) should you wear gloves?
 - a) When handling disinfectant solutions
 - b) When cleaning guest rooms
 - c) When handling soiled linen
 - d) When handling or disposing of waste
 - e) All of the above

2. Which of the following should be cleaned daily?
 - a) Chairs, lamps, and tables
 - b) Tabletops, bed, and handrails
 - c) Grab bars, light, tops of doors and counters
 - d) Floors, sinks, toilets, and latrines
 - e) All of the above

3. True or False: You do not need to use a separate cloth for cleaning bathrooms.

4. True or False: Dusting is most commonly used for cleaning walls, ceiling, doors, windows and furniture.

5. Should the following be cleaned daily or weekly? Circle one.
 - a) Floors Daily/ Weekly
 - b) Toilets and latrines Daily/ Weekly
 - c) Carpets in guest rooms Daily/ Weekly
 - d) Carpets in offices Daily/ Weekly
 - e) Soiled linen Daily/ Weekly

6. The best way to clean the floors:

- a) Scrubbing
- b) Dry sweeping and dusting
- c) Sweeping, mopping and dusting
- d) Wet mopping

7. What should 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 up immediately
- d) Not sure

8. The proper procedure for cleaning spills of blood and other body fluids is:

- a) Wearing gloves, clean with cloth soaked in chlorine solution and follow up with disinfectant solution
- b) Find the janitor on- duty and ask him to clean it up
- c) Grab whatever is closest and wipe up immediately, then mark "Biohazard"
- d) Nothing

9. What do you do if you encounter with bed bugs in a guest room? *Let Housekeeping supervisor know*

10. What do you do if you find Lost and Found items in a guest rooms? *Honesty return items what would Jesus need doing honest*

11. Describe the difference between a disinfectant and a cleaning solution? *Disinfectant cause a great smell*

12. Cleaning solutions are only for the case of cleaning floors - wiping down things 100% yes.

Dishwasher Test

Score 6 / 10

- 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)
- 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
- a 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, chafing 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
- 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



SENSITIVE BUT UNCLASSIFIED

Case Verification Number: 2018099145520DC

Report Prepared: 04/09/2018

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Employee Information

Last Name: harris

First Name: anthony

Date of Birth: 05/30/1959

Social Security Number: *** * 7303

Hire Date: 04/06/2018

Citizenship Status: A citizen of the United States

Document Information

List B Document: Driver's license or ID card issued by a U.S. state or outlying possession

List C Document: Social Security Card

Document Name: Driver's license

Document State: Missouri

Driver's License or ID Card Number:

Document Expiration Date: 05/30/2021

Case Status Information

Current Case Result: Employment Authorized

Employer Case ID:

Case Submitted On: 04/09/2018

Case Submitted By: DZAM1545

SENSITIVE BUT UNCLASSIFIED