

## Interview Note Sheet

Applicant Information	
Name: <u>Jay Johnson</u>	Interviewer: <u>Diana Z.</u>
Date: <u>04/24/18</u>	Rate of Pay: \$ <u>9.25</u> <del>hr</del> <u>up</u>
Position (s) Applied for: <u>Food Prep, Grill Cook</u>	Referred by: <u>Job Fair</u>

Test Scores					
Server	/35	%	Bartender	/35	%
Prep Cook	/20	%	Barista	/15	%
Grill Cook	<u>28</u> /40	<u>70</u> %	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/14	%

Seeking:
Full-Time
Part-Time

Relevant Experience & Summary of Strengths
<p style="text-align: right;"><i>Total of _____ in Food Service/Hospitality</i></p> <p><u>Previous Job at ups.</u></p> <p><u>Fast Food exp. worked at Pizza hut as a cook.</u></p> <p><u>Has a food handler permit.</u></p>
P.O.S. Experience: <u>Y</u> / <u>N</u> details: _____

Transportation		
<input checked="" type="radio"/> Car <input type="radio"/> Public Transit <input type="radio"/> Carpool ( Rider / Driver )		
Regions Available to work:		
<input checked="" type="radio"/> Kansas City,KS <input checked="" type="radio"/> Overland Park,Kansas <input checked="" type="radio"/> Kansas City,MO <input type="radio"/> Independence,MO		
Certifications (if any)		
<input checked="" type="radio"/> TIPS <input type="radio"/> Serv-Safe <input type="radio"/> LEAD <input type="radio"/> Other _____ <input type="radio"/> Will Submit		
Availability		
<input checked="" type="radio"/> Open <input type="radio"/> AM only <input type="radio"/> PM only <input type="radio"/> Weekdays only <input type="radio"/> Weekends only		
Details: _____		
Uniforms Owned:		
<input checked="" type="radio"/> Bistro <input type="radio"/> Black Bistro <input type="radio"/> Tuxedo <input type="radio"/> 1/2 Tuxedo <input type="radio"/> Black Vest <input type="radio"/> Long Black Tie		
<input type="radio"/> Chef Coat <input type="radio"/> Chef Pants <input type="radio"/> Knives <input checked="" type="radio"/> Black Pants <input type="radio"/> Non-Slip Shoes <input type="radio"/> Bow Tie <input type="radio"/> 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: JAY JOHNSON  
Email: JAY.JOHNSON4435@gmail.com  
Phone number: 516 879-5767

## Working Experience:

Company Name: UPS  
Dates of Employment: 8-17 - 1-18

Job Responsibility:

- UNLOAD TRUCKS
- FILLING LINE with mail
- CLEANING UP
- 

Company Name: PIZZA HUT  
Dates of Employment: 1-16 - 5-17

Job Responsibility:

- COOKING PIZZA
- CLEANING STORE
- DRIVING PIZZA
- 

Company Name: APPLE MART  
Dates of Employment: 6-17 - 11-17

Job Responsibility:

- STOCKING the STORE
- CLEANING
- GETTING CARTS
- 

## Skills

- COOK
- DISHWASHER
- WAREHOUSE WORKER
- DELIVER DRIVER

## 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 JAY SABAH JABBAR JOHNSON Date: 4-23-18  
 Home Telephone ( ) \_\_\_\_\_ Other Telephone (816) 874-5767  
 Present Address 2727 E 35TH AVE  
 Permanent Address, if different from present address: \_\_\_\_\_  
 Email Address JAY JOHNSON 4435@gmail.com

### EMPLOYMENT DESIRED

Position applying for: COOK CASHIER Salary desired: \_\_\_\_\_

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 \_\_\_\_\_ 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>	<u>OPEN</u>	<u>OPEN</u>	<u>OPEN</u>	<u>OPEN</u>	<u>OPEN</u>	<u>OPEN</u>
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 BUS

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

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?
CENTRAL High School	KC MO	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 X If so, may we contact your current employer? Yes \_\_\_ No \_\_\_

Name and Address of Employer PIZZA HUT 398 MAIN

Type of Business Restaurant Telephone No. ( ) Supervisor's Name JOY FORD

Your Position and Duties COOK CLEAN DELIVER DRIVE

Dates of Employment: From 11-16 To 5-17

Reason for Leaving: MOVED

Name and Address of Employer UPS front st

Type of Business \_\_\_\_\_ Telephone No. ( ) Supervisor's Name \_\_\_\_\_

Your Position and Duties FILL LINE UNLOAD TRUCKS

Dates of Employment: From 8-17 To 1-18

Reason for Leaving: TEMP JOB

Name and Address of Employer APPLE MART

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Type of Business grocery store Telephone No. ( ) Supervisor's Name Ron  
Your Position and Duties stocking

Dates of Employment: From 6-17 To 11-17

Reason for Leaving: store closed

Name and Address of Employer Research med 63 & prospect

Type of Business hospital Telephone No. ( ) Supervisor's Name Bob

Your Position and Duties washing dishes

Dates of Employment: From 11-15 To 3-16

Reason for Leaving: Better job

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: BRAIN DEAN Telephone No. (816) 713-3564

Address 108 Bellbottan

Occupation: warehouse worker Relationship: friend Number of Years Acquainted: 31

Name: Shelton Brown Telephone No. (816) 868-9679

Address 74 E Norton

Occupation: \_\_\_\_\_ Relationship: friend Number of Years Acquainted: 39

Name: Blakelea Jones Telephone No. (816) 749-9521

Address 29 & Benton

Occupation: CNA Relationship: friend Number of Years Acquainted: 4

**Please Read Carefully, Initial Each Paragraph and Sign Below**

JS 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.

JS 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.

JS 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.

JS 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.

JS 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** JS Johnson **Date** 4-23-18

**Grill Cooks Test**

**Score 28/40**

**Multiple Choice Test** (1 point each)

70%

- 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
- A 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
- D 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
- C 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
- D 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
- D 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
- D 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

2

10) Food-handling gloves must be changed frequently and also:

- a) After handling garbage
- b) After every break
- c) After picking things up off the floor
- d) Between handling raw and cooked foods
- e) All of the above

B

11) A Julienne is:

- a) to cut food into 1 inch X 1 inch cubes
- b) A cooking method using high heat
- c) To cut food into 1/8 X 1/8 slices
- d) A rough cutting method producing oblong shapes

C

12) A gallon is equal to \_\_\_\_\_ ounces

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

8

13) How many cups are in a quart?

- a) 2
- b) 4
- c) 6
- d) 8

D

14) A Chiffonade is:

- a) To slice an herb or leafy vegetable into thin ribbons
- b) To de bone a fish
- c) Another name for parchment paper
- d) To cook food in liquid, or at just below the boiling point

C

15) Potentially hazardous hot foods must be maintained at an internal temperature of \_\_\_\_\_ or higher to be safe

- a) 145° F
- b) 135° F
- c) 160° F
- d) 180° F

A

16) Which of the following explains the process of poaching?

- a) Poke poultry on the thickest part in order to make sure it's tender
- b) To cook food in an oven that has reached 350° F
- c) Cook gently in water that is hot but not boiling (160°-180°)
- d) Submerge protein in boiling liquid to speed cooking time

C

17) If a recipe calls for 16oz of mirepoix, how many ounces of onion, celery, and carrots do you need?

- a) 8 oz of celery, 4 oz of onion, 4 oz of carrot
- b) 4 oz of celery, 8 oz of carrot, 4 oz of onion
- c) 4 oz of celery, 8 oz of onion, 4 oz of carrot
- d) 2 oz of celery, 10 oz of carrot, 2 oz of onion

A

18) Which of the following best describes braising?

- 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



## Grill Cooks Test

D 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 coved, in liquid at low heat
- d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

B 20) What temperature should chicken be cooked to?

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

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

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

A 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)

1:1 ratio flour and fat

24) What is the process of making clarified butter, and why is clarified butter used? (3 points)

cooking butter until impurities float to the top

25) What are the 5 mother sauces? (5 points)

1. Béchamel
2. Tomato
3. Velouté
4. Hollandaise
5. Brown

26) What does it mean to season a grill and why is this process important? (3 points)

oil it

27) What are the ingredients in Hollandaise sauce? (5 points)

mayo egg yolks butter with lemon juice  
cayenne salt white pepper



Issue Date	Expiration Date
1/23/2018	1/23/2021



Public Health

## Case Verification Number: 2018114195732ER

Report prepared: 04/24/2018

### Company Information

**Company ID:** 139349

**Company Name:** Acrobat Outsourcing

**Client Company ID:** 139349

**Client Company Name:** Acrobat Outsourcing

### Employee Information

**Name:** Jay J. Johnson

**Date of Birth:** 08/28/1973

**U.S. Social Security Number:** \*\*\*-\*\*-0482

**Employee's First Day of Employment:**  
04/24/2018

**Citizenship Status:** U.S. Citizen

### Document Information

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

**Expiration Date:** 08/28/2023

**State:** Missouri

**List C Document:** Social Security Card

### Case Information

**Current Case Result:** Closed

**Case Submitted By:** Diana Zamora

**Reason for Closure:** Employment Authorized  
Auto Close