

Acrobat

outsourcing

Your Hospitality Staffing Professionals

665 Third St., Suite 415 • San Francisco, CA 94107

First and Last Name: Kamilah Bowens
Email: Kamilahbowens@gmail.com
Phone number: 585-465-0059

Working Experience:

Company Name: Trade Insurance

Dates of Employment: May 2017 - now

Job Responsibility:

- Book Keeping
- Accounting
- Issue Checks
-

Company Name: State Street Bank

Dates of Employment: May 2016 - May 2017

Job Responsibility:

- Generate reports
- Keep track of funds
- Price portfolios
-

Company Name: _____

Dates of Employment: _____

Job Responsibility:

-
-
-
-

Skills

- Strong work ethic
- Quick learner
- Personable
-



PLEASE PRINT

EMPLOYMENT DESIRED

PERSONAL INFORMATION

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?
Buffalo State College	Buffalo New York	B.S.	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: Bookkeeping, Point of sale Systems			

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 1800-4 9300 frexost ave.

Type of Business Insurance Telephone No. (800) 369-0369 Supervisor's Name Amyssa Larson

Your Position and Duties Bookkeeping, Accounting, issuing checks

Dates of Employment: From May 17 To present

Reason for Leaving: still there

Name and Address of Employer State Street Bank

Type of Business Bank Telephone No. (816) 871-4100 Supervisor's Name Luit Mcadenhall

Your Position and Duties Accounting, Print portfolios, Run journals

Dates of Employment: From May 16 To May 17

Reason for Leaving: Contract was up

Name and Address of Employer 801 Pennsylvania Ave, Kansas City Mo 64105

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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: Trina Brila Telephone No. (201) 424-6144

Address _____

Occupation: Accounting Relationship: CO-WORKER Number of Years Acquainted: 1 year

Name: Dez Starks Telephone No. (____) _____

Address _____

Occupation: Air plane maintenance Relationship: Friend Number of Years Acquainted: 3 years

Name: Anuska Dhar Telephone No. (224) 704-2924

Address _____

Occupation: Software Relationship: Friend Number of Years Acquainted: 2 years

Please Read Carefully, Initial Each Paragraph and Sign Below

X 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.

X 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.

X 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.

X 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.

X 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

Kirk Brown

Date

May 19th, 2018

Bartenders Test

Score / 35

Multiple Choice (6 points)

- B 1) Carbonation _____ the rate of intoxication.
a) Slows down
b) Speeds up
c) Does nothing to
- B 2) What are the six most commonly used spirits?
a) Sweet and Sour, Triple Sec, Grenadine, Midori, Lime Juice and Cranberry Juice
b) Vodka, Whiskey, Gin, Bourbon, Rum and Tequila
c) Chardonnay, Cabernet Sauvignon, Champagne, Merlot, Sauvignon Blanc, Zinfandel
d) Kahlua, Vodka, Frangelico, Gin, Tequila, Spiced Rum
- B 3) You can accept an expired ID as long as all other information is correct.
a) True
b) False
- B 4) If someone has had too much to drink, serving them coffee will help sober them up.
a) True
b) False
- D 5) What are the acceptable forms of ID for Alcohol Consumption?
a) State or Government Issued ID Card or Drivers License
b) Passport or Passport ID Card (as long as it lists the person's date of birth)
c) School ID or Birth Certificate
d) A & B
e) A, B & C
- B 6) If there is no shaker tin available to scoop ice for a drink, it is okay to use a glass.

90 i.

Vocabulary (9 points)

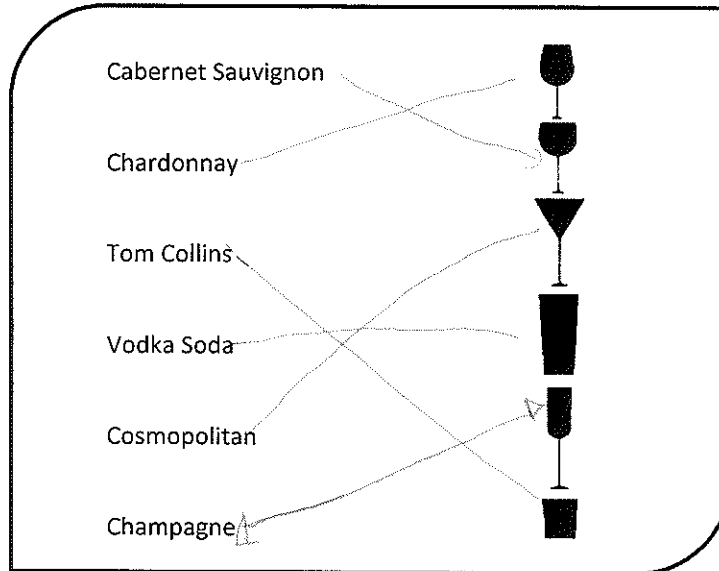
Match the word to its definition

- C I "Straight Up"
F Shaker Tin
I C "Neat"
A Muddler
B Strainer
A Jigger
g Bar Mat
D "Float"
h "Back"

- a.) Used to crush fruits and herbs for craft cocktail making
b.) Used with the Shaker Tin to prevent solid material from entering a cocktail glass when poured
c.) To serve chilled liquor in a chilled stemmed cocktail glass with no ice
d.) To pour ½ oz of a liquor on top
e.) Used to measure the alcohol and mixer for a drink
f.) Used to mix cocktails along with a pint glass and ice
g.) Used on the bar top to gather spills
h.) Requesting a separate glass of another drink
i.) Means to serve spirit room temperature in a rocks glass with no ice

Glassware (6 points)

Match the correct glass to the drink



Answer and Question (14 points)

Provide examples of 3 brand name "top shelf" spirits (3 points): Grand marnier, Patron, ~~Vodka~~ Hennessy

What are the ingredients in a Manhattan? 1oz alcohol 2oz sour (whiteberry, Bitters, vermouth)

What are the ingredients in a Cosmopolitan? vodka, cranberry, 1oz lime juice

What are the ingredients in a Long Island Iced Tea? The well (vodka, ~~whiteberry~~ rum, gin, bourbon, rum)

What makes a margarita a "Cadillac"? Gold Tequila

What is simple syrup? Sugar and water

Is it legal to pour liquor from one bottle into another? What is this called? (2 points)

~~No Double Pour~~ NO, Marrying Pour

What should you do if you break a glass in the ice? Completely Dump and Get New Ice

When is it OK to have an alcoholic beverage while working? Never

What does it mean when a customer orders their cocktail "dirty"? Olive juice

What are the ingredients in a Margarita? tequila, sweet, sour



Case Verification Number: 2018139183354BC

Report prepared: 05/19/2018

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Client Company ID: 139349

Client Company Name: Acrobat Outsourcing

Employee Information

Name: bowens kamilah

Date of Birth: 08/08/1993

U.S. Social Security Number: ***-**-3514

Employee's First Day of Employment: 05/19/2018

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: 08/02/2022

State: New York

List C Document: Social Security Card

Case Information

Current Case Result: Closed

Case Submitted By: Diana Zamora

Case Status: Employment Authorized

Reason for Closure: Employment Authorized Auto Close