

## 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 Kenneth Cucto Date: 6-1-18  
 Home Telephone (916) 504-6521 Other Telephone ( ) \_\_\_\_\_  
 Present Address 1210 Ribisi Cir San Jose CA  
 Permanent Address, if different from present address: \_\_\_\_\_  
 Email Address Kennethjay31@gmail.com

### EMPLOYMENT DESIRED

Position applying for: unloading/Receiving Salary desired: \_\_\_\_\_  
 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							
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 ☒ 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 \_\_\_\_\_

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



New ☒ Cancel ☐  
One Time Deposit? ☐

## Interview Note Sheet

Applicant Information	
Name: <u>Kenneth Cueto</u>	Interviewer: <u>Alaura</u>
Date: <u>06/01/2018</u>	Rate of Pay:
Position (s) Applied for: <u>warehousing</u>	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	
<p>Interested in warehouse + front desk work</p> <p>Interviewed elsewhere for front desk work in AM</p> <p>temp agency - unloading furniture for Ashley furniture - in SAC</p> <p>start ASAP</p>	<p>Total of _____ in Food Service/Hospitality</p> <p>am business in SAC - finance</p> <p>SAT - currently N/A</p> <p>SUN - okay</p>

P.O.S. Experience: Y / N details: \_\_\_\_\_

Transportation	
<input checked="" type="radio"/> Car	Public Transit <input type="radio"/> Carpool ( Rider / Driver ) <input type="radio"/>
Regions Available to work:	
SF City <input checked="" type="radio"/> (San Jose)	SF North <input type="radio"/> South San Jose <input type="radio"/> SF Peninsula <input type="radio"/> East Bay <input type="radio"/> Outer East Bay <input type="radio"/> SJ Peninsula <input type="radio"/>
Certifications (if any)	
TIPS <input type="checkbox"/> Serv-Safe <input type="checkbox"/> LEAD <input type="checkbox"/> Other _____	Will Submit <input type="checkbox"/>
Availability	
<input checked="" type="radio"/> Open	AM only <input type="checkbox"/> PM only <input type="checkbox"/> Weekdays only <input type="checkbox"/> Weekends only <input type="checkbox"/>
Details: _____	
Uniforms Owned:	
Bistro <input type="checkbox"/> Black Bistro <input type="checkbox"/> Tuxedo <input type="checkbox"/> 1/2 Tuxedo <input type="checkbox"/> Black Vest <input type="checkbox"/> Long Black Tie <input type="checkbox"/>	Chef Coat <input type="checkbox"/> Chef Pants <input type="checkbox"/> Knives <input type="checkbox"/> Black Pants <input type="checkbox"/> Non-Slip Shoes <input type="checkbox"/> Bow Tie <input type="checkbox"/> Other: _____
Would you recommend this applicant for Acrobat Academy?	Convention Candidate? <input type="checkbox"/> Other Languages Spoken: _____



# KENNETH JAY CUETO

9008 Kilar Court , Elk Grove , CA 95624 | (H) 916-504-6521 | kennethjay31@gmail.com

## Professional Summary

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To obtain an Associate position in professionalism of organization and/or company that will utilize my skills and experience

## Skills

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Highly Dependable

Multitasking

Published Positive Rapport

## Experience

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### Senior Associate

11/2017 to Present

#### World Financial Group – Sacramento, CA

- Interview clients to determine their current income, expenses, insurance coverage, tax status, financial objectives, risk tolerance, or other information needed to develop a financial plan.
- Recommend to clients strategies in cash management, insurance coverage, investment planning, or other areas to help them achieve their financial goals.
- Answer clients' questions about the purposes and details of financial plans and strategies.
- Recommend environmentally responsible investments, such as cleantech, alternative energy, or conservation technologies, companies, or funds.
- Inform clients about tax benefits, government rebates, or other financial benefits of alternative fuel vehicle purchases or energy efficient home construction, improvements, or remodeling.
- Devise debt liquidation plans that include payoff priorities and timelines.
- Open accounts for clients and disburse funds from accounts to creditors as agent for clients.
- Recommend financial products, such as stocks, bonds, mutual funds, or insurance.
- Monitor financial market trends to ensure that client plans are responsive.
- Guide clients in the gathering of information, such as bank account records, income tax returns, life and disability insurance records, pension plans, or wills.
- Investigate available investment opportunities to determine compatibility with client financial plans.
- Explain to clients the personal financial advisor's responsibilities and the types of services to be provided.



- Recruit and maintain client bases.
- Manage client portfolios, keeping client plans up-to-date.
- Review clients' accounts and plans regularly to determine whether life changes, economic changes, environmental concerns, or financial performance indicate a need for plan reassessment.
- Implement financial planning recommendations or refer clients to someone who can assist them with plan implementation.

**Assistant Manager**

02/2017 to 11/2017

**Sprint Wireless** – Sacramento, CA

- Greet visitors or callers and handle their inquiries or direct them to the appropriate persons according to their needs.
- Complete forms in accordance with company procedures.
- Supervise other clerical staff and provide training and orientation to new staff.

**Nursing Assistant**

12/2014 to 12/2016

**Bay Area Home** – San Francisco, CA

- Record patients' medical history, vital statistics, or information such as test results in medical records.
- Prepare treatment rooms for patient examinations, keeping the rooms neat and clean.
- Interview patients to obtain medical information and measure their vital signs, weight, and height.
- Authorize drug refills and provide prescription information to pharmacies.
- Clean and sterilize instruments and dispose of contaminated supplies.
- Schedule appointments for patients.
- Greet and log in patients arriving at office or clinic.

**Assistant Manager**

08/2014 to 12/2014

**AT&T Store** – Sacramento, CA

- Complete forms in accordance with company procedures.
- Supervise other clerical staff and provide training and orientation to new staff.
- Train and assist staff with computer usage.
- Conduct searches to find needed information, using such sources as the Internet.

**Owner/Manager**

01/2011 to 12/2013

**South Beach Cleaners** – San Francisco, CA

- Collect and deposit money into accounts, disburse funds from cash accounts to pay bills or invoices, keep records of collections and disbursements, and ensure accounts are balanced.
- Set up and manage paper or electronic filing systems, recording information, updating paperwork, or maintaining documents, such as attendance records, correspondence, or other material.