

# Acrobat

outsourcing

Your Hospitality Staffing Professionals  
665 Third St., Suite 415 • San Francisco, CA 94107

First and Last Name: Adriana Avila  
Email: avila89169@yahoo.com  
Phone number: 540-8775595

## Working Experience:

Company Name: Black Hawk Country Club  
Dates of Employment: 8-20-18

Job Responsibility:

- Line Cook
- preparing food
- 
- 

Company Name: Rgis  
Dates of Employment: 8-05-18

Job Responsibility:

- Inventory
- 
- 
- 

Company Name: \_\_\_\_\_  
Dates of Employment: \_\_\_\_\_  
Job Responsibility:

- 
- 
- 
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## Skills

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## 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 Adriana Avila Date: 8-27-18  
 Home Telephone (540) 277-5595 Other Telephone ( ) N/A  
 Present Address 3950 Ashburnham DR. Apt 52  
 Permanent Address, if different from present address: N/A  
 Email Address avila8969@yahoo.com

### EMPLOYMENT DESIRED

Position applying for: LINE COOK Salary desired: \$13.00

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	6am	6am	6am	6am	6am	6am	6am
PM	2:30pm	2:30pm	2:30pm	2:30pm	2:30pm	2:30pm	2:30pm

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? N/A

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 ☐

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

Your Position and Duties N/A

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Name and Address of Employer N/A

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

Your Position and Duties \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Reason for Leaving: N/A

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: Victor Thomas Telephone No. (703) 517-4730

Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: managers Number of Years Acquainted: 8

Name: Chris Jackson Telephone No. (511) 245-4647

Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: manager Number of Years Acquainted: 10

Name: \_\_\_\_\_ Telephone No. (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

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

## Interview Note Sheet

Applicant Information	
Name: <u>Adriana M. Avila</u>	Interviewer: <u>Celmy 24g</u>
Date: <u>8/27/18</u>	Rate of Pay:
Position (s) Applied for: <u>line prep cook</u>	Referred by:

Test Scores					
Server	/35	%	Bartender	/35	%
Prep Cook	/15	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:
<input checked="" type="radio"/> Full-Time
<input type="radio"/> Part-Time

Relevant Experience & Summary of Strengths	
<u>PRS - Sysco Foods</u> <u>starting tomorrow 8/28/18</u>	Total of _____ in Food Service/Hospitality
P.O.S. Experience: Y / N details: _____	

Transportation				
<input checked="" type="radio"/> Car	<input type="radio"/> Public Transit	<input type="radio"/> Carpool ( Rider / Driver )		
Regions Available to work:				
SF City	SF North	SF Peninsula	East Bay	Outer East Bay
San Jose	South San Jose	SJ Peninsula	<u>Southwest</u>	
Certifications (if any)				
TIPS	Serv-Safe	LEAD	Other <u>will get it</u>	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 type="checkbox"/> 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				
Convention Candidate?		Other Languages Spoken:		