

Niya Kimble

832-208-9689

kimbleniya@hotmail.com

Objectives

A professionally trained CNA seeking a position where my acquired skills will be utilized effectively while providing quality patient care.

Education

Avalon Academy

Houston, Texas

CNA Certification

Jack Yates High School

Houston, Texas

Diploma Received

SKILLS

- Detail Oriented
- Excellent Oral and Written Communication Skills
- Medical Terminology
- Electronic Medical Records
- Charting
- Draping
- Bandaging
- OSHA&HIPPA Certification
- Vital Signs & Patient Monitoring
- Ability to handle complex problems or health issues of patients.
- Ability to speak effectively with physicians, patients and others

Experience

01/2014 –Present

Houston, Texas

Direct Decision Information Resource

Phone Interviewer

- Execute site specific security protocols while following company regulations
- Interviewing consumers on opinions (primarily health /hospital –related)
- Adhere to strict research protocols and quality standards.

10/2000-04/2012

Woman's Hospital

Houston, Texas

Certified Nurse Assistant (PCA III) Post-Partum & General Nursey

- Recorded patient's vital signs
- Removed Catheters
- Discontinued IV's
- Measured and Documented output of urine
- Performing or assisting the patient to complete personal hygiene needs including peri-care
- Completing required documentation and submitting it to the health care team in a timely and accurate manner.
- Assisting in routine maintenance of a safe and healthful environment

8/28/18
@. 10:00am

text me (832)428-105:

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 Aliza Kimble Date: 8/29/18
 Home Telephone (832) 808-4689 Other Telephone ()
 Present Address 9300 W. Bellfort Unit 20
 Permanent Address, if different from present address: _____
 Email Address Kimble.aliza@outlook.com

EMPLOYMENT DESIRED

Position applying for: _____ 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 Brenda Kimble 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? ASAP

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 <input checked="" type="checkbox"/>	10:20am		10:20am	10:20am	10:20am	10:20am	10:20am
PM <input type="checkbox"/>	5pm		5pm	5p	5pm	5pm	5pm

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

Brenda Kimble (aunt)

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

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 <u>Sack Gates</u>	CITY & STATE <u>Houston, TX</u>	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
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 If so, may we contact your current employer? Yes No

Name and Address of Employer Greetings Home Health Care

Type of Business _____ Telephone No. (713) 314-2630 Supervisor's Name A. White

Your Position and Duties Home Care provider

Dates of Employment: From 4/10/18 To Present

Reason for Leaving: Present

Name and Address of Employer Lemmons Hospital

Type of Business _____ Telephone No. (713) 291-7445 Supervisor's Name Alicia Campbell

Your Position and Duties Post Partum Tech

Dates of Employment: From 10/00 To 4/11

Reason for Leaving: I got off

Name and Address of Employer Westack Hospital

Acrobat

outsourcing

Your Hospitality Staffing Professionals

Type of Business _____ Telephone No. (713) 495-0409 Supervisor's Name Kesia

Your Position and Duties Psyche Tech

Dates of Employment: From 5/18 To 8/18

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 X

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: Phoe Charles Telephone No. (832) 918 2980

Address _____

Occupation: Director Relationship: friend Number of Years Acquainted: 10+

Name: Shirley Campbell Telephone No. (281) 685 7050

Address _____

Occupation: Charge Nurse Relationship: friend Number of Years Acquainted: 10+

Name: Jeanie Wright Telephone No. (832) 918 0205

Address _____

Occupation: Medical Coder Relationship: friend Number of Years Acquainted: 10+

Please Read Carefully, Initial Each Paragraph and Sign Below

W 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.

W 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.

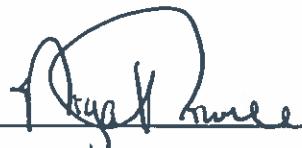
W I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice and law enforcement agency and general public records history.

W 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.

W 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



Date

8/29/11

6 (10)

Dishwasher Test

C

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

D

2) While washing dishes by hand, which item should you wear?

- a) Cutting glove
- b) Oven Mitt
- c) Rubber glove
- d) Nothing

A

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

Interview Note Sheet

Applicant Information

Name: Nina A. Kimble	Interviewer: Celeney Zay
Date: 8/29/18	Rate of Pay:
Position(s) Applied for: Dishwasher	Referred by: Brunda Kimble

Test Scores

		%			%
Server	/35	%	Bartender	/35	%
Prep Cook	/15	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	(6)/10	%	Housekeeping	/16	%

Seeking:

Full-Time

Part-Time

Relevant Experience & Summary of Strengths

Popeyes & McDonalds
6 yrs in total

- Cashier
- Prep Cook
- Grill Cook

Total of _____ in Food Service/Hospitality

- Dedicated
- Motivated
- Ready to work
- Always on time
-

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

Transportation

Car

Public Transit

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

SOUTHWEST

Certifications (if any)

TIPS

Serv-Safe

LEAD

Other

Will get it.

Will Submit

Availability

Open

AM only

PM only

Weekdays only

Weekends only

Details: **most of jobs need to be on bus line**

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

Convention Candidate?

Other Languages Spoken:

1. What is

the definition of

velocity?

What is

the formula for

velocity?

What is the formula for

distance?

What is the formula for

time?

What is the formula for

speed?

What is the formula for

average speed?

What is the formula for

average velocity?

2. What is

acceleration?

What is the formula for