



Debbie McKee <debbie@acrobotoutsourcing.com>

Re: Employment Application New Jersey

JotForm <noreply@jotform.com>
Reply-To: Ariel.j.swoboda@gmail.com
To: debbie@acrobotoutsourcing.com, josephine@acrobotoutsourcing.com

Fri, Sep 7, 2018 at 6:28 PM

Employment Application New Jersey

First Name	Ariel
Last Name	Swoboda
E-mail Address	Ariel.j.swoboda@gmail.com
Phone	7323741350
Address	62 whitman road
Unit or Number	62
City, State	North Brunswick
Zip Code	08902
What region(s) are you applying to work within?	New Jersey
Which position(s) are you applying for?	Barista
Are you applying for:	Full-Time
When can you start?	09-21-2018
Can you work overtime?	Yes
How did you hear about us?	Craigslist
If you were referred, please tell us by whom:	
What days/times can you work? Select all that apply:	Monday AM Monday PM Tuesday AM Tuesday PM Wednesday AM Wednesday PM Thursday AM Thursday PM Friday AM Friday PM Saturday AM Saturday PM Sunday AM Sunday PM
Do you have any planned vacations or extended leave	No

in the next 12 months? (If no, leave blank)

Have you ever applied to or worked for Acrobat before? No

Do you have any friends or relatives working for Acrobat? If so, please let us know who:

If hired, would you have reliable means of transportation to and from work? Yes

If hired, can you present evidence of your legal right to live and work in this country? Yes

State age if under 18. If you are under 18, hire is subject to verification that you are of minimum age to work.

Are you able to perform the essential functions of the job for which you are applying? Yes

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.)

Name of School East Brunswick high

City & State East Brunswick nj

Grade/Degree 12th diploma

Graduated? Yes

Do you have any special licenses? (If so, label under "Special") No

Are you computer literate? (If so, label which programs under "Special") Yes

Are you proficient with Point of Sale systems? (If so, label which under "Special") Yes

Do you have any experience, training, qualifications or special skills? (If so, label under "Special") Yes

Special: Excellent customer service and have few years barista experience

Are you currently employed? No

Can we contact your current employer? Yes

Name and Address of Employer	Starbucks
Type of Business	Food service
Phone Number	9084442322
Your Position & Duties	Barista. Made sandwiches for customer, stock products during down time, made specialty drinks for customers and maintained cleanliness of store etc
Date of Employment (from/to):	2015 til 2018
Reason for Leaving	Looking for job with more hours
Still Employed:	No
Name and Address of Employer	Houlihans. New Brunswick nj
Type of Business	Restaurant
Phone Number	
Your Position & Duties	Made sure all guests were happy, assisted with side work, knowledge of menu etc
Date of Employment (from/to):	2011 to 2015
Reason for Leaving	Accepted other job
Still Employed:	No
Name and Address of Employer	
Type of Business	
Phone Number	
Your Position & Duties	
Date of Employment (from/to):	
Reason for Leaving	
Still Employed:	
Have you ever been fired from a previous place of employment? If yes, please explain:	No
Have you obtained any special skills or abilities as the result of service in the military? If yes, please explain:	No
First Name	John
Last Name	Swoboda
E-mail Address	john.c.swoboda@gmail.com
Phone	7326680557
Relationship:	Husband
Years Acquainted:	2

First Name Jill
Last Name Pomerantz
E-mail Address
Phone 5166591473
Relationship: Family friend
Years Acquainted: 15
First Name
Last Name
E-mail Address
Phone
Relationship:
Years Acquainted:

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.

(Checked box indicates acknowledgement)

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.

(Checked box indicates acknowledgement)

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.

(Checked box indicates acknowledgement)

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.

(Checked box indicates acknowledgement)

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.

(Checked box indicates acknowledgement)

I hereby acknowledge that I have read and understand the above statements.

(Checked box indicates acknowledgement)

Applicant Digital Signature
(Type Name):

Ariel Swoboda

Date:

09-07-2018

Please Attach Resume
Below

You can [edit this submission](#) and [view all your submissions](#) easily.

Interview Note Sheet

Applicant Information

Name: Ariel Sandoval
 Date: 9/10/18
 Position (s) Applied for: Barista

Interviewer: J. White-McKee
 Rate of Pay: \$11.00
 Referred by: Indeed!

Test Scores

		%		%
Server	/35	%	Bartender	/30
Prep Cook	/15	%	Barista	12/15 <u>80</u>
Grill Cook	/40	%	Cashier	/10
Dishwasher	/10	%	Housekeeping	/15

Seeking

 Full-Time Part-Time

Relevant Experience & Summary of Strengths

(At Target) Can Start ASAP! / Total of _____ in Food Service
 Worked @ Starbucks for a couple of years. Hours were cut to part-time so she had to move on. She has the menu memorized & knows their POS system. Open availability - Monday to Sunday. Lets an hour or two early rising person on her.

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

Transportation



Public Transit

Carpool (Rider / Driver)

Regions Available to work:

 North NJ South NJ

Central NJ

 Jersey Shore

Certifications (if any)

TIPS

Serv-Safe

LEAD

Other _____

Will Submit

Availability

Open

AM only

PM only

Weekdays only

Weekends only

Details:

Uniforms Owned:

Bistro

Black Bistro

Tuxedo

1/2 Tuxedo

Black Vest

Long Black Tie

Chef Coat

Chef Pants

Kaives

Black Pants

Non-Slip Shoes

Bow Tie

Other: _____

Other Languages Spoken:

Would you recommend this applicant for Academy?

Conversion candidate?

A 1) After brewing a pot or kettle of coffee how long is the coffee good for until you need to re-brew?

- a) 20 minutes
- b) 30 minutes
- c) 60 minutes

A

80%

B 2) What are the basic ingredients of a Latte?

- a) Milk, Espresso, Whipped Cream
- b) Espresso, Steamed Milk
- c) Water, Espresso, and Foam

C 3) When making cup of tea for a customer, how long should you tell the customer to let the tea bags steep?

- a) 2 minutes
- b) 4 minutes
- c) 5 minutes

A

A 4) When steaming milk for a beverage, what temperature should you steam the milk to?

- a) 150-160 degrees
- b) 190-200 degrees
- c) 120-130 degrees

B 5) Once an Espresso Shot has been pulled from an Espresso machine, how long do you have to mix the shot with other liquid before the shot goes bad?

- a) 8 seconds
- b) 20 seconds
- c) 10 seconds

C 6) What do you do if a customer says their latte does not taste like there is espresso in it?

- a) Tell them you made the drink according to the recipe so it should be fine
- b) Apologize to the customer, then add another shot of espresso to their drink and encourage the customer to return
- c) Apologize to the customer and remake their drink according to standards
- d) Walk away and have another barista remake their drink

B 7) You can re-steam milk_____?

- a) Only Once
- b) Never
- c) Sometimes
- d) Always

A

B 8) What is the proper ratio of coffee grounds to water?

- a) 2 Tablespoons coffee to 6oz water
- b) 2 Tablespoons coffee to 8oz water
- c) 1 Tablespoon coffee to 6oz water
- d) 2 Teaspoons coffee to 8oz water

C 9) A customer requests a non-dairy coffee beverage and you are out of soy, what actions do you take?

- a) Make their drink with regular milk and hope they do not notice
- b) Apologize and ask the customer to come back tomorrow
- c) Apologize and inform the customer we are out of soy, and offer a beverage alternative
- d) Inform your manager we are out of soy

B

10) Decaffeinated coffee is 100% caffeine free?

- a) True
- b) False

C

11) What are the basic ingredients in a cappuccino?

- a) Coffee, Milk, Foam
- b) Espresso, Foam
- c) Espresso, Steamed Milk, Foam
- d) Espresso, Cream, Foam

A

12) What is a café au lait?

- a) Coffee, Steamed Milk
- b) Coffee, Cold Milk
- c) Coffee, Cream, Sugar
- d) Espresso, Cold Milk

C

13) What does "half caf" mean?

- a) Half cream and half regular milk
- b) Half as much coffee as normal
- c) Half regular and half decaf coffee

C

14) What does it mean when a customer requests their cappuccino "dry"?

- a) Less milk and more foam
- b) No milk and lots of foam
- c) Extra foam
- d) No foam and no milk

B

15) What is an Americano?

- a) Regular drip coffee
- b) Espresso with water
- c) Coffee with cream
- d) Iced coffee