

Acrobat

outsourcing

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

First and Last Name: Ashlie Torres
Email: ashlietorres4949@gmail.com
Phone number: (361) 520-2474

Working Experience:

Company Name: Kendra Scott Jewelry
Dates of Employment: Dec 2017

Job Responsibility:

- Packing
- Shipping
- Packaging
-

Company Name: _____
Dates of Employment: _____

Job Responsibility:

-
-
-
-

Company Name: _____
Dates of Employment: _____

Job Responsibility:

-
-
-
-

Skills

- Fast learning & working
-
-
-

Please Read Carefully, Initial Each Paragraph and Sign Below

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.

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.

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.

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.

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

Ashli Tabor

Date

9/13/18

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 Ashlie Lorraine Torres Date: 9/15/18
 Home Telephone (361) 500-2424 Other Telephone ()
 Present Address 402 perico pl
 Permanent Address, if different from present address: _____
 Email Address ashlie-torres4949@gmail.com

EMPLOYMENT DESIRED

Position applying for: Server Salary desired: open

Are you currently registered with any staffing and/or employment agencies? If so, please list

Onin, Express

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? Sep 15, 2018

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"/>						<input checked="" type="checkbox"/>
PM						<input checked="" type="checkbox"/>	

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.) _____

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?
James Bowie High	Austin TX	12 th	still in school
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 Akile Torres

Type of Business Distribution **Telephone No.** (512) 640-1045 **Supervisor's Name** Marci

Your Position and Duties Busing, packaging, Wrapping

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: _____

Name and Address of Employer _____

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Type of Business distribution Telephone No. (512) 640-1045 Supervisor's Name Marci

Your Position and Duties boxing, packaging, shipping

Dates of Employment: From Dec 2017 To August, 17

Reason for Leaving: still in high school

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: Rae / Racha Telephone No. (361) 448-9756 9

Address 402 Perico Pl

Occupation: _____ Relationship: Nanny Number of Years Acquainted: 9

Name: Aerie Morales Telephone No. (512) 844-6464

Address 4333 Kirkwood Dr

Occupation: _____ Relationship: Friend Number of Years Acquainted: 12

Name: _____ Telephone No. (____)

Address _____

Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

Interview Note Sheet

Applicant Information					
Name: <u>Ashley Torres</u>			Interviewer: <u>Griffin Long</u>		
Date: <u>9/14/2018</u>			Rate of Pay:		
Position (s) Applied for:			Referred by:		
Test Scores					
Server	/35	%	Bartender	/35	%
Prep Cook	/15	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/16	%
Seeking: <input type="checkbox"/> Full-Time <input checked="" type="checkbox"/> Part-Time					
Relevant Experience & Summary of Strengths					
<p style="text-align: right;"><i>Total of _____ in Food Service/Hospitality</i></p> <p>- Server for UT</p> <p>- Concessions</p>					
P.O.S. Experience: <u>Y</u> <u>N</u> <u>details:</u> _____					
Transportation					
<input checked="" type="checkbox"/> Car	Public Transit	Carpool (Rider / Driver)			
Regions Available to work:					
<i><u>Austin</u></i>					
Certifications (if any)					
TABC	Food Handler's	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	Knives	Black Pants	Non-Slip Shoes	Bow Tie
Other: _____					
Would you recommend this applicant for Acrobat Academy?			Convention Candidate?		Other Languages Spoken: