

Interview Note Sheet

Applicant Information		Interviewer: <i>Jo Park</i>
Name: <i>Richard Zimmerman</i>	Date: <i>09/17/18</i>	Rate of Pay: <i>\$15</i>
Position (s) Applied for: <i>Bartender</i>		Referred by: <i>Joann Bousquet</i>

Job Sector	/35	% Barender	/30	%
Server	/35	% Barista	/10	%
Prep Cook	/15	% Castler	/10	%
Grill Cook	/40	% Housekeeping	/15	%
Dishwasher	/10			

Full-Time

Part-Time

Total of _____ in Food Service

- Amazon Warehouse
3/4 days 12 hour shift 6am-6am
Sun - Weds or Sun - Thurs.
- Bartending - Starr Staffing
- Red Lobster
Bartender 20 years

* max travel up to
20 - 30 miles.

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

Transportation:

Car

Public Transit

Carpool (Rider / Driver)

Regions Available to Work:

North NJ

South NJ

Central NJ

Cape May
Jersey Shore

Certifications/Training:

TIPS

Serv-Safe

LEAD

Other

Will Submit

Availability:

Open

AM only

PM only

Weekdays only

Weekends only

Thurs @ 3pm

Details: Fri/Sat

Uniforms/Clothes:

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: *Black polo*

Other Languages Spoken:

Would you recommend this applicant for Apartment Academy?

Conversion Condition:

Acrobat

New Hire Acknowledgement Form

For Employee:

- Employee Information Sheet
- Employee Handbook
- EO
- W-4
- Direct Deposit
- Background Authorization Release
- Sexual Harassment Prevention Policy
- Global Cash Card / Direct Deposit Form
- Authorization of Personal Physician Emergency Contact Form
- Confidentiality & Non-Disclosure Agreement

For Employee:

- New Hire Orientation Manual
- Employee Handbook
- Sexual Harassment Prevention Policy
- Unemployment (For Your Benefit) Pamphlet
- Safety & Sanitation Guidelines

For Manager:

- State & Federal Poster
- Michigan State Poster
- Other State Poster

All of these documents have been explained to me:

Richard Zimmerman
Print Name

Richard Zimmerman

9/07/18
Date

Submission Date 09-17-2018 11:43:04

First Name

Richard

Last Name

Zimmerman

E-mail Address

ratz127@homail.com

Phone

732-261-7214

Address

29 Washington Avenue

Unit or Number

Apt 1

City, State

Carteret

Zip Code

07008

What region(s) are you applying to work within?

- New Jersey

Which position(s) are you applying for?

- Bartender

Are you applying for:

- Part-Time

When can you start?

Thursday, September 20, 2018

Can you work overtime?

No

How did you hear about us?

- Referral

If you were referred, please tell us by whom:

Jeana Bousquet

What days/times can you work? Select all that apply:

- Thursday PM
- Friday AM
- Friday PM
- Saturday AM

- Saturday PM

Have you ever applied to or worked for Acrobat before?

No

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

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

Yes

Name of School

Carteret High School

City & State

Carteret, NJ

Grade/Degree

12th

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:

Bartending for 25 yrs

Are you currently employed?

Yes

Can we contact your current employer?

Yes

Name and Address of Employer

Amazon
Omar Avenue
Avenel, NJ 07701

Type of Business

Warehouse

Phone Number

866-437-9077

Your Position & Duties

Warehouse

Date of Employment (from/to):

10/2014-Present

Reason for Leaving

still employed

Still Employed:

Yes

Name and Address of Employer

Star Staffing

Your Position & Duties

Bartending

Still Employed:

No

Name and Address of Employer

Red Lobster
Rt1 South n Gill Lane
Woodbridge, NJ 08830

Type of Business

Restaurant

Phone Number

732-636-6230

Your Position & Duties

Bartender

Date of Employment (from/to):

02/1993- 8/28/2013

Reason for Leaving

Better opportunity

Still Employed:

No

Have you obtained any special skills or abilities as the result of service in the military? If yes, please explain:

N/A

First Name

Jeana

Last Name

Bousquet

E-mail Address

ihatealf@gmail.com

Phone

732-261-0321

Relationship:

Friend

Years Acquainted:

3

First Name

Peter

Last Name

Klepchick

E-mail Address

PKlepchick@comcast.net

Phone

732-259-0449

Relationship:

Friend

Years Acquainted:

30

First Name

Kathy

Last Name

Dopp

E-mail Address

KDopp@comcast.net

Phone

732-221-1840

Relationship:

Friend

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):

Richard Zimmerman

Date:

Monday, September 17, 2018



Case Verification Number: 2018260194450CH

Report prepared: 09/17/2018

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Client Company ID: 139349

Client Company Name: Acrobat Outsourcing

Employee Information

Name: Richard A. Zimmerman

Date of Birth: 02/24/1969

U.S. Social Security Number: ***-**-7965

Employee's First Day of Employment: 09/17/2018

Citizenship Status: U.S. Citizen

Document Information

List B Document: Driver's license or ID card issued by a U.S. state or outlying possession

Document Subtype: Driver's License

Document Number: 4434656102695

Expiration Date: 03/31/2019

State: New Jersey

List C Document: Social Security Card

Case Information

Current Case Result: Closed

Case Submitted By: Josephine Paik

Case Status: Employment Authorized

Reason for Closure: Employment Authorized Auto Close