

Interview Note Sheet

Applicant Information

Name: <u>Titus</u>	Interviewer: <u>Steven</u>
Date: <u>10/3/18</u>	Rate of Pay: \$ <u>10</u>
Position (s) Applied for: <u>Cook</u>	Referred by:

Test Scores

Server	/35	%	Bartender	/35	%
Prep Cook	11 /20	55 %	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/14	%

Seeking:

Full-Time

Part-Time

Relevant Experience & Summary of Strengths

Total of _____ in Food Service/Hospitality

Titus is currently in school for culinary.

Titus wants to gain more experience.

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

Transportation

Car

Public Transit

Carpool (Rider / Driver)

Regions Available to work:

Kansas City,KS Overland Park,Kansas Kansas City,MO Independence,MO

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

Knives

Black Pants

Non-Slip Shoes

Bow Tie

Other: _____

Would you recommend this applicant for Acrobat Academy?

Convention Candidate?

Other Languages Spoken:

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outsourcing

Your Hospitality Staffing Professionals

665 Third St., Suite 415 • San Francisco, CA 94107

First and Last Name:

Titus Clay

Email:

Sharkboy8883@gmail.com

Phone number:

816-5756-9799

Working Experience:

Company Name:

City Union Mission

Dates of Employment:

Mar 28 - July 20 2018

Job Responsibility:

- Janitor
- Kitchen assistant
- Counselor
- House keeping

Company Name:

Dates of Employment:

Job Responsibility:

-
-
-
-

Company Name:

Dates of Employment:

Job Responsibility:

-
-
-
-

Skills

- cleaning
- first aid
- improvisation
- cooking

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 Tinas Jonathan Clay Date: _____
 Home Telephone (816) 572-3208 Other Telephone (816) 756-8704
 Present Address 1201 W. 64th Ave. KCMO 64127
 Permanent Address, if different from present address: _____
 Email Address shayk6070003@gmail.com

EMPLOYMENT DESIRED

Position applying for: _____ Salary desired: _____

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							
PM							

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 17. 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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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	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
Washington High School	Kansas City, Mo	12th	Yes
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES	<input checked="" type="radio"/> NO
Are you computer literate? If so, list software knowledge under "Special."		YES	<input checked="" type="radio"/> NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		YES	<input checked="" type="radio"/> 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."		<input checked="" type="radio"/> YES	<input checked="" type="radio"/> NO
Special: I learn fast and know what to do when I don't know something			

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 City Union Mission 1310 Wabash 1100 E. 11th St., KC, MO, 64106

Type of Business Summer camp Telephone No. (816) 329-1432 Supervisor's Name Travis Bradburn

Your Position and Duties volunteer Kitchen Assistant (2 wks)

Duties?

Dates of Employment: From June 24 To July 7

Reason for Leaving: camp finished

Name and Address of Employer (same)

Type of Business Summer camp Telephone No. () Supervisor's Name 11

Your Position and Duties volunteer Assistant Janitor (2 wks)

Duties ???

Dates of Employment: From _____ To July 15-21, July 29-Aug 4

Reason for Leaving: _____

Name and Address of Employer _____

volunteer Camp Counselor (1 wk) July 22-28
4.5.6 to campers

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 Lionel Greble

Type of Business Housekeeping Telephone No. (816) 679-4563 Supervisor's Name Lionel

Your Position and Duties Housekeeper

Maintaining various part of the city union ant farm

Dates of Employment: From May 18 To Jan 24

Reason for Leaving: To help out in another part of the mission

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: Tavis Bradburn Telephone No. (816) 329-1432

Address 1310 Wabash Ave, KC, MO 64127

Occupation: Camp Administrator Relationship: former supervisor Number of Years Acquainted: 0.6

Name: Breg Beaman Telephone No. (816) 679-4563

Address City Union mission 1210 Wabash Ave, KC, MO 64127

Occupation: Camp Specialist Relationship: former supervisor Number of Years Acquainted: 0.6

Name: Lionel Greble Telephone No. (816) 679-4563

Address 1260 Michigan Ave, KC, MO 64127

Occupation: Housekeeping Supervisor Relationship: former supervisor Number of Years Acquainted: 1.6

Please Read Carefully, Initial Each Paragraph and Sign Below

TJC

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.

TJC

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.

TJC

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.

TJC

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.

TJC

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

10-3-18

Multiple Choice (1 point each)

- 8 1) A gallon is equal to _____ ounces
- a. 56
 - b. 145
 - c. 32
 - d. 128
- 2) Mesclun are what type of vegetable?
- a. Roots
 - b. Beans
 - c. Salad Greens
 - d. Spices
- d 3) What does the term braise mean?
- a. Sear quickly on both sides
 - b. Slowly cook in covered pan with little liquid
 - c. Cook on high heat and quickly
 - d. Slowly cook in simmering water
- b 4) At what internal temperature must chicken be cooked so that it is safe to eat?
- a. 155 degrees F
 - b. 165 degrees F
 - c. 175 degrees F
 - d. 185 degrees F
- d 5) How do you blanch vegetables?
- a. Immerse for a short time in boiling water
 - b. Cook lightly in butter over med heat
 - c. Soak in cold water overnight
 - d. Rub with salt before cooking
- C 6) Which of the following ingredients would you pack before measuring?
- a. Olive Oil
 - b. Salt
 - c. Brown Sugar
 - d. White Sugar
- a 7) What is Al Dente?
- a. Firm but not hard
 - b. Soft to the touch
 - c. Very hard
 - d. Very soft
- d 8) Food should be left out no more than
- a. 2 hours
 - b. 3 hours
 - c. 4 hours
 - d. 5 hours

55%

Prep Cooks Test

b

17) What is a Julien cut?

- a. Food cut into long thin strips, matchstick
- b. Food cut into long thin strips then turned and cut into a 1/8' dice
- c. Food diced into finely chopped and uniform pieces
- d. Cutting and peeling into oblong seven sided football like shapes

a

18) To cook a food in a pan without browning over low heat until the item softens and releases moisture.

- a. Sweat
- b. Boil
- c. Roast
- d. Grill

Fill-in the Blank (1 point each)

19) salt & pepper are the basic seasoning ingredients for all savory recipes.

20) mince : to cut into very small pieces when uniformity of size and shape is not important.



Case Verification Number: 2018281194945DC

Report prepared: 10/08/2018

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Client Company ID: 139349

Client Company Name: Acrobat Outsourcing

Employee Information

Name: Jonathon Titus

Date of Birth: 09/06/2000

U.S. Social Security Number: ***-**-8036

Employee's First Day of Employment: 10/08/2018

Citizenship Status: U.S. Citizen

Document Information

List B Document: ID card issued by a U.S. federal, state or local government agency

List C Document: Social Security Card

Case Information

Current Case Result: Closed

Case Submitted By: Steven Gonzalez

Case Status: Employment Authorized

Reason for Closure: Employment Authorized Auto Close