

Acrobat

outsourcing
Your Hospitality Staffing Professionals

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 Brihany Walton Date: 2/25/19
Home Telephone () NA Other Telephone () 832, 544-8101
Present Address 2416 SVCS Rd, Houston TX 77057-APT G31D
Permanent Address, if different from present address:
Email Address BrihanyWalton73@yahoo.com

EMPLOYMENT DESIRED

Position applying for: Admin Salary desired: 13 hr
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 Robert Jettus 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? 2/25/19

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	Any	Any	Any	Any	Any	Any	Any
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
Robert Jettus / Spouse
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.)

Prior to any and all Fair Chance Interviews, we will consider for employment qualified applicants with and conviction records.

EDUCATION & SKILLS

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
Lafayette High	Lafayette, CA	12	YES
Do you have any special licenses, certifications or special training? If no, please list under "Special". Do you computer literate? If no, list software knowledge under "Special". Are you proficient with Point of Sales Systems? If no, please list which ones under "Special". Do you have any other experience, training, qualifications or special skills, which you feel makes you especially suited for work at Acorn? Checkmarking? If no, please list under "Special".			
Supervisor		YES	NO
		YES	NO
		YES	NO

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 no, may we contact your current employer? Yes NO

Name and Address of Employer: Vins Companies

Type of Business: Greens Telephone No. 800 446 4444 Supervisor's Name: Regina

Your Position and Duties: Supervisor - managed whole store

Dates of Employment: From 11/2016 to 8/2018

Reason for leaving: Management

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: _____

Type of Business: _____ Telephone No. (____) _____ Supervisor's Name: _____

Your Position and Duties: _____

Dates of Employment: _____

Reason for leaving: _____

Reason for Leaving: _____
Name and Address: _____
Type of Business: _____
Your Position: _____
Dates of Employment: _____
Reason: _____

Years of Employment: From _____ To _____

Reason for Leaving: _____

Name and Address of Employer _____

Type of Business _____

Your Position and Duties _____

Telephone No. (____) _____

Supervisor's Name _____

Dates of Employment: From _____ To _____

Reason for Leaving: _____

Have you ever been fired from any previous place of employment? If so, please explain: NO

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: Regina Chavez Telephone No. 802-544-4670

Address: 4722 Woodruff Ave. Unit 1C4 96713

Occupation: Store Manager Relationship: Supervisor Number of Years Acquainted: 13

Name: Shawn Prokhyser Telephone No. 802-896-3238

Address: 4722 Woodruff Ave. Unit 1C4 96713

Occupation: Supervisor Relationship: Supervisor Number of Years Acquainted: 13

Name: Maurice Collins Telephone No. 802-466-4144

Address: 4722 Woodruff Ave. Unit 1C4 96713

Occupation: Supervisor Relationship: Supervisor Number of Years Acquainted: 13

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

Date

2/25/19

Brittany C. Walton
Brittanywalton23@yahoo.com
(832)564-8610 Cell
2410 S. Voss Rd
Apt G310
Houston, TX 77057

Objective

My goal is to be an example and lead my team members to success in providing the best customer service possible. By keeping customers satisfied and taking care of all of their needs in a timely, professional and polite manner. Enhancing my skills and learning new ones through training and development becoming a very strong asset to a company.

Customer Service Experience

Vons Companies

Lakewood, CA

11/06- 8/18

- Supervising Nine departments w/40 Team Members during Day/Swing/Closing Shifts
- Problem Solving, Customer concerns, Shift Scheduling
- Bookkeeping, Balance days Sales and receipts using Veri-Balance program
- Refunds, Lottery Sales, Gift Cards, Money Orders, Coin Star, Western Union
- Safety Training for Team Members
- Training in all areas of Operations positions
- Checking – overseeing all over rides and balancing checkstands
- Price Changes (making signs, tags)
- Floral Arranging
- Product Ordering / Inventory
- Receive/Check/Stock loads of Merchandise and Product
- Fuel Station – Supervise and train Team Members
- Donations – Arranged pickups for local charities
- Cash Paid Outs – worked w/Managers to plan supplies ordering
- Product Recalls – cleared product off shelves due to Quality Control issues

Spring Farms Independent Grocery

Long Beach, CA

07/04- 10/06

- Customer Service
- Checking

Education

Cerritos College

Norwalk, Ca

Esthetician Certificate- Facials, waxing, eyelash extensions.

01/11- 05/12

Lakewood High School

Lakewood, Ca

09/02- 05/06

General Studies – Graduated diploma received 2006

Skills