

Interview Note Sheet

Applicant Information

Name: <u>David Owens</u>	Interviewer: <u>Steven Gonzalez</u>
Date: <u>11/14/18</u>	Rate of Pay: <u>11-12</u>
Position (s) Applied for: <u>Server/Dishwasher</u>	Referred by:

Test Scores

Server	/35	%	Bartender	/35	%
Prep Cook	/15	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	7/10	80%	Housekeeping	13/16	93%

Seeking:

Full-Time

Part-Time

Relevant Experience & Summary of Strengths

Total of _____ in Food Service/Hospitality

David Owens-

- David Owens is working at the chief stadium Fulltime.
- looking for a second source of income.
 - server/Dishwasher

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

First and Last Name: David Owens
Email: Owensdavid758@gmail.com
Phone number: (816) 223-3354

Working Experience:

Company Name: Kansas City Chiefs

Dates of Employment: Aug 30/2016 - present

Job Responsibility: Utility Maintenance

- Clean Concourse, Vacuuming, Pressure Washing
- Polishing wood and stainless steel
- Spraying stadium seats etc.
- Clean Restrooms and Restock

Company Name: Kansas City Royals

Dates of Employment: 3-15-18 - still employed

Job Responsibility: Restroom Attendant

- Restock toilet Paper, Paper towels, soap dispensers
- Sweep and mop Floors, clean the walls and mirrors
- Sanitize toilets and urinals

Company Name: The Examiner

Dates of Employment: 1 year

Job Responsibility: Mailroom Clerk

- Making Newspapers
-
-
-

Skills

- great Hospitality
- great work Ethic
- Listening and doing what I'm told
- following directions

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 David James Owens Date: 11-14-18
 Home Telephone () _____ Other Telephone (816) 223-3354
 Present Address 5070 N. oak trl Kansas City, MO 64118
 Permanent Address, if different from present address: _____
 Email Address owens david758@gmail.com

EMPLOYMENT DESIRED

Position applying for: Arrowhead Stadium Catering Salary desired: Any
 Are you currently registered with any staffing and/or employment agencies? If so, please list _____

Are you applying for: Full-time work? Yes X No doesn't matter Part-time work? Yes X No _____
 Temporary work, e.g., summer or holiday work? Yes X No _____ From: not To: sure
 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 X If hired, on what date could you start working? 11-17-18

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 X If yes, when? _____
 Do you have friends or relatives working for Acrobat Outsourcing? Yes _____ No X If yes, please state name and relationship _____
 If hired, would you have a reliable means of transportation to and from work? Yes X No _____
 If hired, can you present evidence of your legal right to live and work in this country? Yes X 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 X No _____

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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?
Winnetonka HS	Kansas City, MO	12	yes
Clearfield Job Corps	Clearfield, UT	2 1/2 years culinary	yes
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 Kansas City Chiefs Club / 1 Arrowhead Dr KC MO 64129

Type of Business NFL Football Stadium Telephone No. (816) 920-4997 Supervisor's Name Brian Paterson

Your Position and Duties Utility Maintenance / Clean Concourse Vacuuming, or Pressure Wash Polishing wood and stainless steel, Hose Spray Seating bowl, Clean Restroom and Restock

Dates of Employment: From 08/16 To Present

Reason for Leaving: Still Employed

Name and Address of Employer Kansas City Royals / 1 Royal Way KC MO 64129

Type of Business MLB baseball Stadium Telephone No. (816) 200-4943 Supervisor's Name Nate Rodgers

Your Position and Duties Restroom Attendant, Restock Paper towels, toilet Paper, Soap, Clean Sink, mirrors, toilets, and Urinals, Sweep and mop Floors

Dates of Employment: From 03/18 To Present

Reason for Leaving: Still employed on game days

Name and Address of Employer

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Your Hospitality Staffing Professionals

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

Your Position and Duties N/A

Dates of Employment: From _____ To _____

Reason for Leaving: _____

Name and Address of Employer N/A

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 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: Brian Paterson Telephone No. (~~000~~) (913) 669-7128

Address N/A

Occupation: Stadium Serv. Supervisor Relationship: MY BOSS Number of Years Acquainted: 2 1/2

Name: Troy Kyer Telephone No. (816) 491-5950

Address 2419 S. Claremont Ave Independence Mo 64052

Occupation: Profile Cabinets Relationship: Old Coworker Number of Years Acquainted: 15 years

Name: Chris Cunningham Telephone No. (816) 977-4825

Address _____

Occupation: Auto Shop Relationship: Old Coworker Number of Years Acquainted: 28 years

Please Read Carefully, Initial Each Paragraph and Sign Below

DO

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.

DO

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.

DO

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.

DO

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.

DO

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

Donald P. Owens

Date

11-14-18

Dishwasher Test

Score 7 / 10

b

1) After washing your hands, which item should be used to dry them?

- a) Clean apron
- b) Sanitized wiping cloth
- c) Single use paper towel
- d) Common used cloth

c

2) While washing dishes by hand, which item should you wear?

- a) Cutting glove
- b) Oven Mitt
- c) Rubber glove
- d) Nothing

d

3) When should you wash your hands?

- a) Before you start work
- b) After handling non-food items (garbage, money, cleaning chemicals)
- c) After using the restroom
- d) All of the above

b

4) If you need to move a heavy load, you should PULL and not PUSH the object.

- a) True
- b) False

e

5) Which of the following could you be at risk for getting burned from?

- a) Steam from boiling pots
- b) Hot liquids (coffee, soup, tea)
- c) Hot equipment (ovens, pots, chaffing dishes)
- d) Harsh chemicals
- e) All of the above

a

6) All work-related injuries, accidents or illnesses should be reported immediately to the supervisor on duty.

- a) True
- b) False

c

7) What should you do if you spill liquids or see a liquid spill?

- a) Leave it for someone else to clean-up
- b) Wait until the end of your shift to clean it
- c) Flag the spill and clean it immediately
- d) Not sure

c

8) When handling hot items you should?

- a) Wear rubber gloves
- b) No need to wear anything
- c) Use an oven mitt or dry cloth towel
- d) Nothing

a

9) If you are using a three-compartment sink for cleaning and sanitizing, the second sink is used for?

- a) Rinsing
- b) Scraping
- c) Washing
- d) Sanitizing

b

10) What is the proper method for cleaning and sanitizing stationary equipment?

- a) Spray with a strong cleaning solution and wipe with a sanitized cloth
- b) Spray with a sanitizing solution, then rinse with clean water and dry
- c) Wash and rinse, then wipe or spray with a chemical-sanitizing solution
- d) Brush off loose soil with a clean cloth, then wipe with a sanitizing solution

80

Name: David Owens

Score 13/14

Housekeeping Test

1. During which of the following situation(s) should you wear gloves?
 - a) When handling disinfectant solutions
 - b) When cleaning guest rooms
 - c) When handling soiled linen
 - d) When handling or disposing of waste
 - e) All of the above
2. Which of the following should be cleaned daily?
 - a) Chairs, lamps, and tables
 - b) Tabletops, bed, and handrails
 - c) Grab bars, light, tops of doors and counters
 - d) Floors, sinks, toilets, and latrines
 - e) All of the above
3. True or False: You do not need to use a separate cloth for cleaning bathrooms.
4. True or False: Dusting is most commonly used for cleaning walls, ceiling, doors, windows and furniture.
5. Should the following be cleaned daily or weekly? Circle one.
 - a) Floors Daily / Weekly
 - b) Toilets and latrines Daily / Weekly
 - c) Carpets in guest rooms Daily / Weekly
 - d) Carpets in offices Daily / Weekly
 - e) Soiled linen Daily / Weekly
6. The best way to clean the floors:
 - a) Scrubbing
 - b) Dry sweeping and dusting
 - c) Sweeping, mopping and dusting
 - d) Wet mopping
7. What should do if you spill liquids or see a liquid spill?
 - a) Leave it for someone else to clean- up
 - b) Wait until the end of your shift to clean it
 - c) Flag the spill and clean it up immediately
 - d) Not sure
8. The proper procedure for cleaning spills of blood and other body fluids is:
 - a) Wearing gloves, clean with cloth soaked in chlorine solution and follow up with disinfectant solution
 - b) Find the janitor on- duty and ask him to clean it up
 - c) Grab whatever is closest and wipe up immediately, then mark "Biohazard"
 - d) Nothing
9. What do you do if you encounter with bed bugs in a guest room?

Report to Manager
10. What do you do if you find Lost and Found items in a guest rooms?

Take to Lost and Found
11. Describe the difference between a disinfectant and a cleaning solution?

Cleaning solution is to make sure item is clean and disinfectant is to make sure there is no more further germs



Case Verification Number: 2018319164441CL

Report prepared: 11/15/2018

Company Information

Company ID: 139349

Client Company ID: 139349

Employee Information

Name: David Owens

U.S. Social Security Number: ***-**-8931

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

Expiration Date: 02/09/2022

List C Document: Social Security Card

Case Information

Current Case Result: Closed

Case Status: Employment Authorized

Company Name: Acrobat Outsourcing

Client Company Name: Acrobat Outsourcing

Date of Birth: 02/09/1981

Employee's First Day of Employment: 11/15/2018

Document Number: *****0030

State: Missouri

Case Submitted By: Steven Gonzalez

Reason for Closure: Employment Authorized Auto Close