

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 MARY L. Denson Date: 11/28/2018
Home Telephone (214) 416 6102 Other Telephone ()
Present Address 13660 Montfort DR
Permanent Address, if different from present address:
Email Address mdenson7098@gmail.com

EMPLOYMENT DESIRED

Position applying for: Host, Dishwasher, Server Salary desired: _____
Are you currently registered with any staffing and/or employment agencies? If so, please list
CORNERSTONE
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 Maighan Murphy Newspaper ☐ Job Fair ☐ Agency ☐ Company Website ☐
Other Web Posting ☐ Other Source ☐ Vincent Denson
Could you work overtime, if necessary? Yes ☐ No ☐ If hired, on what date could you start working? Immediately

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		7:30	7:30	7:30	7:30	7:30	
PM		3:30	3:30	3:30	3:30	3:30	

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:

Uncertain

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
Vincent Denson
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 ☐

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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.)

EDUCATION & SKILLS

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
South Oak Cliff	Dallas, TX	12th / Diploma	Yes
Everest College	Dallas, TX	Diploma	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 Alliance RX Walgreens
 Type of Business Pharmacy Telephone No. (214) 497-3149 Supervisor's Name Angela H. Kato
 Your Position and Duties MBR Service Specialist
Schedule R & Overview Benefit

Dates of Employment: From 12/2017 To 10/2018 Weekly Pay: Starting 13.00 Ending 16.00
 Reason for Leaving: Lay off

Name and Address of Employer John B. McHenry 1545 W. Mockingbird
 Type of Business Medical Telephone No. (214) 753-8500 Supervisor's Name Jordyn Morano
 Your Position and Duties Med Receptionist

Dates of Employment: From 6/2012 To 08/2015 Weekly Pay: Starting 10.20 Ending 11.00
 Reason for Leaving: Lay off Point System

Name and Address of Employer 1545 W. Mockingbird Ste 250
 Type of Business _____ Telephone No. (214) 753-8500 Supervisor's Name L

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Your Hospitality Staffing Professionals

Your Position and Duties _____

Dates of Employment: From _____ To _____ Weekly Pay: Starting _____ Ending _____

Reason for Leaving: _____

Name and Address of Employer: Walmart Ohio Dr Plano, TX

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

Your Position and Duties Deli / prep salad trays

Dishwasher; Server

Dates of Employment: From 01/2015 To 08/2015 Weekly Pay: Starting 11.00 Ending 11.00

Reason for Leaving: Layoff

Have you ever been fired from any previous place of employment? If so, please explain: Layoff due to print system

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: Debra Brown Telephone No. (214) 243-8973

Address 2901 Kinnest PKWY

Occupation: MEMBER SERVICE Relationship: Friend Number of Years Acquainted: 2

Name: Shantae Palmer Telephone No. (214) 519-1120

Address _____

Occupation: North Texas Tollway Relationship: Friend Number of Years Acquainted: 3

Name: Wanda McGinnis Telephone No. (214) 984-2522

Address McKinney TX

Occupation: WeekSaver/Texas Relationship: Friend Number of Years Acquainted: 5+yr

Please Read Carefully, Initial Each Paragraph and Sign Below

MJD 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.

MJD 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.

MJD 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.

MJD 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.

MJD 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

Mary Darden

Date

11/28/2018

ADDITIONAL INFORMATION

Name:

MARY L. Denson

What is your means of transportation?

☒ Car

☐ Public Transit

☐ Occasional Car

Are you interested in carpool?

☐ Rider

☐ Driver

☒ Not Interested

What is your work interest?

☒ Full Time

☐ Part Time

☐ Same Day

Please select the uniforms you own:

☐ Black Vest

☐ Bowtie

☐ Black Bistro

☐ White Bistro

☒ Business Casual

☒ Business Professional

☐ Chef Knives

☐ Chef Whites

☐ Black Chef Pants

☐ Checkered Chef Pants

☒ Khakis & Polo

☐ 1/2 Tuxedo (No Jacket)

☐ Tuxedo w/ Jacket

Please select the areas in which you have at least 6 mos. professional experience:

☐ Corporate Kitchen

☐ DW/Porter/Utility

☐ Captain/Manager

☐ Catering/Banquet

☐ Fine Dining

☒ Office Help

☐ Restaurant/Café

☐ Conventions/Event

☒ Warehouse/Utility

☐ Stadium/Arena

☐ Food Demonstrator

☐ Housekeeping

Please select the areas where you are willing to work:

☒ Downtown Dallas

☒ North Dallas

☒ Plano

☐ Irving

☐ Fort Worth

Are you fluent in any other languages? (please list)

N/A

Are you familiar with any POS systems? (please list: i.e., ALOHA, MICROS, SQUIRREL)

How did you hear about Acrobat Outsourcing?

Referral of other employee

Interview Note Sheet

Applicant Information	
Name: <u>Mary Denson</u>	Interviewer: <u>Gil Sosa</u>
Date: <u>11/29/2018</u>	Rate of Pay:
Position (s) Applied for: <u>Utility / Cashier / LL Prep</u>	Referred by: <u>Vincent Denson</u>

Test Scores					
Server	/35	%	Bartender	/30	%
Prep Cook	/15	%	Barista	/10	%
Grill Cook	/40	%	Cashier	/10	%
Dishwasher	/10	%	Housekeeping	/15	%

Seeking:
Full-Time
Part-Time

Relevant Experience & Summary of Strengths	Total of _____ in Food Service
<u>North Dallas.</u> <u>- Walmart</u> <u>Deli - Prepping not making</u> <u>sandwiches</u> <u>- Dishwashing</u>	
P.O.S. Experience: <u>Y / N</u> details: _____	

Transportation
<input checked="" type="radio"/> Car <input type="radio"/> Public Transit <input type="radio"/> Carpool (Rider / Driver)

Regions Available to work:
<input checked="" type="radio"/> Dallas <input checked="" type="radio"/> Plano <input type="radio"/> Irving <input type="radio"/> Fort Worth

Certifications (if any)
<input type="radio"/> TIPS <input checked="" type="radio"/> Serv-Safe <input type="radio"/> LEAD <input type="radio"/> Other _____ <input type="radio"/> Will Submit

Availability
<input checked="" type="radio"/> Open <input type="radio"/> AM only <input type="radio"/> PM only <input type="radio"/> Weekdays only <input type="radio"/> Weekends only

Details: _____

Uniforms Owned:
<input type="radio"/> Bistro <input type="radio"/> Black Bistro <input type="radio"/> Tuxedo <input type="radio"/> 1/2 Tuxedo <input type="radio"/> Black Vest <input type="radio"/> Long Black Tie
<input type="radio"/> Chef Coat <input type="radio"/> Chef Pants <input type="radio"/> Knives <input checked="" type="radio"/> Black Pants <input checked="" type="radio"/> Non-Slip Shoes <input type="radio"/> Bow Tie <input type="radio"/> Other: _____
Would you recommend this applicant for Acrobat Academy? <input type="checkbox"/> Convention Candidate? <input checked="" type="checkbox"/> Other Languages Spoken: _____