

Rec'd
12/16

12/13
12pm

Keishaun Coleman

Newark, NJ
keishauncoleman56@gmail.com
8626007144

cock
reschedule e-mail
12/16
(NJ)

(12/19
12:30pm)

To obtain an entry level position where I can utilize my skills and abilities in customer service with opportunity for growth and advancement.
Authorized to work in the US for any employer

Work Experience

Dishwasher/Prep Cook

Heartland Nursing and Rehabilitation - Flushing, MI
September 2016 to December 2017

Responsible for preparing nutritious meals and snacks to patients based on dietary needs. Managed inventory, ordered food and supplies as well as followed diagrams to prepare patient trays to specifications. Disinfected equipment & utensils used in cooking and food processed in the kitchen. Adhered to guidelines for safety practices, collecting/delivering dishware from the cafeteria & meeting health department standards. Prepared a menu for each individual patient depending on his/her physical and medical condition. Handled between meal nourishment duties such as providing patients with fruits and health drinks.

Dietary Aide/Dishwasher

Summit Oaks Hospital - Summit, NJ
September 2014 to January 2015

Prepare and cook food for patients, employees and visitors.
Monitor food service for nutritional, safety, sanitation and quality standards.
Research food and beverage costs and assist in implementing cost control and waste management procedures.
Clean and inspect equipment, appliances, and work areas in order to ensure cleanliness and functional operation.
Prepare major meals by following recipes, determining food quantities and following meal time schedules.

Food Service Aide

Kessler Institute for Rehabilitation - West Orange, NJ
November 2012 to May 2014

The Dietary Aide assists in the kitchen area prior to, during and after meals are served. Assists in maintaining kitchen work areas; keeping equipment, utensils and food plates clean and orderly.

Education

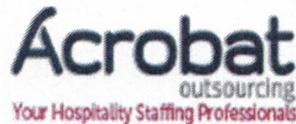
Diploma

Malcolm X Shabazz High School - Newark, NJ

June 2008

Skills

Skills * Customer Service * Food Service/Dietary * Proficient in Microsoft Office * Internet & Email



Debbie McKee <debbie@acrobotoutsourcing.com>

Re: Employment Application New Jersey

JotForm <noreply@jotform.com>

Thu, Dec 13, 2018 at 10:27 AM

Reply-To: keishauncoleman56@gmail.com

To: debbie@acrobotoutsourcing.com, josephine@acrobotoutsourcing.com

Employment Application New Jersey

First Name keishaun
Last Name coleman
E-mail Address keishauncoleman56@gmail.com
Phone 8626007144
Address 712 s14th st
Unit or Number 9735109300
City, State newark
Zip Code 07103
What region(s) are you applying to work within? New Jersey
Which position(s) are you applying for? Cook
Are you applying for: Full-Time
When can you start? 12-17-2018
Can you work overtime? Yes
How did you hear about us? Referral
If you were referred, please tell us by whom: indeed
What days/times can you work? Select all that apply:
Monday AM
Monday PM
Tuesday AM
Tuesday PM
Wednesday AM
Wednesday PM
Thursday AM
Thursday PM
Friday AM
Saturday AM
Sunday AM

Do you have any planned vacations or extended leave in the next 12 months? (If no, leave blank)
no

Have you ever applied to or No

worked for Acrobat before?

Do you have any friends or relatives working for Acrobat? If so, please let us know who:

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

State age if under 18. If you are under 18, hire is subject to verification that you are of minimum age to work. yea

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

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.)

Name of School shabazz high school

City & State newark

Grade/Degree 12

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") No

Do you have any experience, training, qualifications or special skills? (If so, label under "Special") Yes

Special:

Are you currently employed? No

Can we contact your current employer? Yes

Name and Address of Employer heartland nursing

Type of Business rehabilitation

Phone Number n/a
Your Position & Duties dishwasher
Date of Employment (from/to): 9/2016-12/2017
Reason for Leaving move back to nj
Still Employed: No
Name and Address of Employer summit oaks
Type of Business hospital
Phone Number n/a
Your Position & Duties dishwasher
Date of Employment (from/to): 9/2014-1/2015
Reason for Leaving started a new job
Still Employed: No
Name and Address of Employer
Type of Business
Phone Number
Your Position & Duties
Date of Employment (from/to):
Reason for Leaving
Still Employed:
Have you ever been fired from a previous place of employment? If yes, please explain: no
Have you obtained any special skills or abilities as the result of service in the military? If yes, please explain: no
First Name pattie
Last Name anthony
E-mail Address quadria22@gmail.com
Phone 9738559212
Relationship: friends
Years Acquainted: 10
First Name yakeemah
Last Name dewwit
E-mail Address
Phone 9734897216
Relationship: friend

Years Acquainted: 9

First Name troy

Last Name willian

E-mail Address

Phone 9735170692

Relationship: friend

Years Acquainted: 9

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,

(Checked box indicates acknowledgement)

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.

(Checked box indicates acknowledgement)

Acrobot 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):

keishaun coleman

Date:

12-13-2018

Please Attach Resume
Below

You can [edit this submission](#) and [view all your submissions](#) easily.