

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 GREGORY KITTLE Date: _____
 Home Telephone (415) 678-0221 Other Telephone (____) _____
 Present Address 43 ARDATH ST
 Permanent Address, if different from present address: _____
 Email Address _____

EMPLOYMENT DESIRED

Position applying for: DISHWASHER 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 CEYANTE PENNIX 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
	<u>NO</u>	<u>ANYTIME</u>					
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 _____. 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 ☐

Reason for Leaving:

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: _____

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: SANDRA WALKER Telephone No. (415) 525-0123

Address 2111 JENNINGS ST

Occupation: SERVER Relationship: FRIEND Number of Years Acquainted: 22 years

Name: SHERLY I Telephone No. (415) 694-0691

Address _____

Occupation: _____ Relationship: FRIEND Number of Years Acquainted: 10 years

Name: DAPHNE Telephone No. (650) 834-5732

Address _____

Occupation: _____ Relationship: FRIEND Number of Years Acquainted: 10 years

Gregory Kittling

Pit Stop Attendant

San Francisco, CA 94124

(415) 678-1220

PROFILE

Porter and automotive detailer with over 10 years of experience ensuring the cleanliness of government and hospital facilities as well as washing and detailing cars for resale.

Qualifications

- Excellent Communicator
- 4 Years of Hospital Cleaning Experience
- Comprehensive knowledge of performing cleaning and sanitation duties
- Punctual and Reliable
- Resourceful Team Player
- Thorough and efficient

EXPERIENCE

Porter

2013 – 2018

State of California – Solano, CA

- Swept, mopped, and buffed floors daily
- Sanitized and Scrubbed Walls as needed
- Inventoried storage room cleaning supplies

Car Detailing

2000 – 2013

Independent – San Francisco, CA

- Performed automotive detailing: clearing and washing
- Maintained equipment and cleaning supplies

ADDITIONAL EXPERIENCE

Dietitian & Messenger

4 Years

San Francisco General Hospital – San Francisco, CA

- Delivered medical specimens throughout the hospital; blood samples, urine analysis
- Prepared meals according to patient dietary restrictions
- Served approximately 500 meals per shift
- Ensured that the kitchen was maintained according to health and safety standards

EDUCATION

Balboa High School

1000 Cayuga Ave

San Francisco, CA 94112

High School Diploma

Acrobat

outsourcing

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

First and Last Name: GREGORY KITTINLEY
Email: _____
Phone number: 415-678-0221

Working Experience:

Company Name: TIC-TOE Restaurant
Dates of Employment: ON 3rd ST
Job Responsibility:

- DISHWASHER
- -
- -
- -

Company Name: _____
Dates of Employment: _____
Job Responsibility:

- -
- -
- -
- -

Company Name: _____
Dates of Employment: _____
Job Responsibility:

- -
- -
- -
- -

Skills

- -
- -
- -
- -

C 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

A 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

A 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