

## 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 KITTING 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 Cigarette Penny 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 \_\_\_\_\_  
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:

**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: SHERYL 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

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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
- Through and efficient

### EXPERIENCE

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#### 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

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#### 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

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#### 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 KITTLINEY  
Email: \_\_\_\_\_  
Phone number: 415-678-0221

Working Experience:

Company Name: TIC-TOC Restaurant  
Dates of Employment: ON 31st ST  
Job Responsibility:

- DISHWASHER
- -
- -
- -

Company Name: \_\_\_\_\_  
Dates of Employment: \_\_\_\_\_  
Job Responsibility:

- -
- -
- -
- -

Company Name: \_\_\_\_\_  
Dates of Employment: \_\_\_\_\_  
Job Responsibility:

- -
- -
- -
- -

Skills

- -
- -
- -
- -

**Dishwasher Test**

Score 7 / 10

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/B 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/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, chafing 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