

Interview Note Sheet

Applicant Information

Name: Claudia Landa Escobar

Interviewer: Alanna

Date: 02/07/2017

Rate of Pay:

Position (s) Applied for:

prep cook

Referred by:

Brenda Landa Escobar

Test Scores

Server	/35	%	Bartender	/30	%
Prep Cook	/15	%	Barista	/10	%
Grill Cook	/40	%	Cashier	/10	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:

Full-Time

Part-Time

Relevant Experience & Summary of Strengths

Knife Skills

decorating cakes / cupcakes
@ Mi Pueblo ~ 1 year
(premade)

Total of _____ in Food Service

FOH recommend

Cuisines

1 Stanford University
2 set up, FOH attendant ~ 3 months
3 staging for food / plating

Stations:

1 currently employed still & would leave that job
2
3

AM shift preferred

P.O.S. Experience: Y / N details: _____

needs FHC

Transportation

Car

Public Transit

Carpool (Rider / Driver)

Regions Available to work:

SF City

SF North

SF Peninsula

East Bay

Outer East Bay

San Jose

South San Jose

SJ Peninsula

Certifications (if any)

TIPS

Serv-Safe

LEAD

Other _____

Will Submit

Availability

Open

AM only

PM only

Weekdays only

Weekends only

NO weekends

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:

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 Claudia Landa Escobar Date: 2/7/19
Home Telephone (650) 776-7799 Other Telephone () 11
Present Address 1141 Marsh Rd. Redwood City CA 94063
Permanent Address, if different from present address: _____
Email Address landa.claudia23@gmail.com

EMPLOYMENT DESIRED

Position applying for: prep-cook Salary desired: 17

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 Brenda Landa 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? 2/18/19

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		8:00	8:00	8:00	8:00	8:00	
PM		4:00	4:00	4:00	4:00	4:00	

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:
NO.

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
Brenda Landa (sister)

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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Acrobat outsourcing

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.)

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?
Carlmont High School	Belmont, CA	12	YES
Do you have any special licenses, certificates or special training? If so please list under "Special."		YES	<input checked="" type="radio"/> NO
Are you computer literate? If so, list software knowledge under "Special."		YES	<input checked="" type="radio"/> NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		YES	<input checked="" type="radio"/> 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."		<input checked="" type="radio"/> YES	NO
Special: Have conv customer service experience / as well as reception.			

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 Diva Express Insurance Agency / 3000 Middlefield Rd

Type of Business Insurance Telephone No. (415) 299-1111 Supervisor's Name Zulma

Your Position and Duties Receptionist / Customer Service

Dates of Employment: From 2016 To 2019

Reason for Leaving: Salary / New opportunities

Name and Address of Employer Standford Palo Alto

Type of Business Dinning Telephone No. () Supervisor's Name Michelle

Your Position and Duties

Dinning / Set ups

Dates of Employment: From 2015 To 2015

Reason for Leaving: Pregnancy

Name and Address of Employer UP Side Insurance Redwood city

able accommodation

Knife Skills

decorating cakes / cupcakes

and

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Your Hospitality Staffing Professionals

Type of Business Insurance
Your Position and Duties II

Telephone No. () Supervisor's Name Robert

Dates of Employment: From 2013 To 2015

Reason for Leaving: salary

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: NO

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: Karina Valdez Telephone No. (USD) 216-1767
Address: Modesto

Occupation: Broker/Agent Relationship: friend Number of Years Acquainted: 4

Name: Priscilla Hama Telephone No. (USD) 346-1370
Address: Redwood City

Occupation: receptionist Relationship: CO-WORKER Number of Years Acquainted: 1

Name: Martha Esparsa Telephone No. (USD) 716-3234
Address: Redwood City

Occupation: Broker/Agent Relationship: CO-WORKER Number of Years Acquainted: 1

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Your Hospitality Staffing Professionals

Employment Application

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PLEASE PRINT

Full Name Eufemia M. LeDan Date: 2/1/19
 Home Telephone () _____ Other Telephone (669) 327-8744
 Present Address 370 Tomkins Ct. #D Gilroy CA 95020
 Permanent Address, if different from present address: _____
 Email Address eufemiale08@gmail.com

EMPLOYMENT DESIRED

Position applying for: Dish washer Salary desired: any
 Are you currently registered with any staffing and/or employment agencies? If so, please list
NO
 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 Christina Gonzales 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? 3/

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		<u>Clauses</u>					
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
Daughter Christina Gonzales
 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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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?
MH Community College	Morgan Hill CA	Clerical Studies	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: Clerical skills Windows 2000 Excel			

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

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

Your Position and Duties

Dates of Employment: From Nov. '13 To 1-2016

Reason for Leaving: To care for 3 kids full time.

Name and Address of Employer 6851 Monterey Rd. 95020 Platinum Theatre, Inc.

Type of Business Theater Telephone No. (408) 847-9722 Supervisor's Name Chris Little

Your Position and Duties Varied from Asst. Manager, Lead, Box office

Dates of Employment: From 11/05 To 8/2015

Reason for Leaving: Was around the same time we stopped working w/ husband

Name and Address of Employer Daron's Cleaning Service (self employed)

Address: 370 76 MICELINS State: CA Zip Code: 95020
City: Gilroy Date of Birth: _____
Security Number: _____



Type of Business: House keeping Telephone No. () Supervisor's Name _____
Your Position and Duties: Ordered Supplies, Organized for scheduled Jobs.

Dates of Employment: From _____ To _____
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 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: Lora Bertlou Telephone No. (409) 262-6756
Address: 205B Edmundson in Morgan Hill CA 95037
Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

Name: Chris Little Telephone No. () _____
Address: 6851 Monterey Rd. Gilroy CA 95020
Occupation: General Manager Relationship: ex Boss Number of Years Acquainted: over 5 year
Telephone No. (408) 847-9722

Name: _____
Address: _____
Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

Interview Note Sheet

Applicant Information	
Name: <u>Mabel Chavez</u>	Interviewer: <u>McKenna</u>
Date: <u>2/1/2019</u>	Rate of Pay: <u>\$17.00</u>
Position (s) Applied for: <u>Dishwasher</u>	Referred by:

Test Scores					
Server	/35	%	Bartender	/35	%
Prep Cook	/15	%	Barista	/15	%
Grill Cook	/40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:
<input checked="" type="radio"/> Full-Time
<input type="radio"/> Part-Time

Relevant Experience & Summary of Strengths

Wants to work PT to FT eventually - She hasn't worked in almost 3 years

* lives in Morgan Hill and takes public transportation via bus.
+ Needs to start after (8am)

Total of _____ in Food Service/Hospitality

- Housekeeping experience
- Dishwashing experience
- Catering / cashier
- Customer Experience
- Manager / lead
- Payroll

*FHC Needed!!

P.O.S. Experience: ☒ Y / ☐ N details: _____

Transportation

Car

☒ Public Transit

Carpool (Rider / Driver)

Regions Available to work:

SF City

SF North

SF Peninsula

East Bay

☒ Outer East Bay

☒ San Jose

☒ South San Jose

☒ SF Peninsula

Certifications (if any)

TIPS

Serv-Safe

LEAD

Other _____

☒ Will Submit

Availability

Open

AM only

PM only

Weekdays only

☒ Weekends only

Details: Monday's not available at all

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:

Revised 06/04/2015