

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 Wilbert Carthan Date: 2-8-19

Home Telephone (415) 604 7548 Other Telephone ()

Present Address 47 miramar Ave

Permanent Address, if different from present address:

Email Address

EMPLOYMENT DESIRED

Position applying for: dishwasher/porter Salary desired: 15.00

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 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
AM	<u>open</u>	<u>"</u>	<u>"</u>	<u>"</u>	<u>"</u>	<u>"</u>	<u>"</u>
PM	<u>open</u>	<u>"</u>	<u>"</u>	<u>"</u>	<u>"</u>	<u>"</u>	<u>"</u>

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 ☐

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?
Sacramento City College	Sacramento CA	N/A	NO
Do you have any special licenses, certificates or special training? If so please list under "Special".			
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

Type of Business _____ Telephone No. (____) _____ Supervisor's Name _____
Your Position and Duties _____

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:

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:

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:

YES. IT WAS IN S. S.F. had a hard time getting there.

MILITARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military? Yes ☒ No ☐

If so, describe: *NOT PERTAINING TO THIS JOB OTHER THAN WORKING IN GALLEY*

JOB RELATED REFERENCES

List below three persons not related to you who have knowledge of your work performance within the last three years.

Name: *Tiffany McFadden* Telephone No. *(415) 832 0509*

Address *N/A*

Occupation: *Health Care* Relationship: *Friend* Number of Years Acquainted: *5*

Name: *Jackie Johnson* Telephone No. *(916) 508 1674*

Address *N/A*

Occupation: *School dist.* Relationship: *Friend* Number of Years Acquainted: *20+*

Name: _____ Telephone No. (____) _____

Address _____

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

Please Read Carefully, Initial Each Paragraph and Sign Below

WRC

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.

WRC

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.

WRC

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.

WRC

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.

WRC

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

Wilbert Carl

Date

2-8-19

Grill Cooks Test

Score / 40

Multiple Choice Test (1 point each)

1) How much time should you take to wash your hands with soap?

- a) 1 minute
- ☒ b) 20 seconds
- c) Time does not matter, water temperature does
- d) 5 minutes

2) The recommended temperature for your refrigerator is...

- a) 45°F
- b) 50°F
- ☒ c) 40°F
- d) 20°F

3) Food handlers must always wash their hands

- a) Before starting work
- b) Switching between handling raw and ready-to-eat food
- c) After going to the restrooms
- ☒ d) All of the above

4) The most important reason for having food handlers wear hair restraints is to

- a) Prevent food from getting into food handlers' hair
- ☒ b) Prevent food handlers from contaminating their hands by touching their hair
- c) Keep the food handlers' hair in place
- ☒ d) None of the above

5) Which of these conditions requires immediate corrective action?

- a) Packaged food items are stored at least 6 inches above the floor
- b) Ice is being used to cool beef stew in a shallow pan
- ☒ c) Raw meats are stored on a shelf above ready-to-eat egg salad in the walk-in cooler
- ☒ d) Raw fish is stored above raw chicken in the walk-in freezer

6) Bacteria grow best in the temperature "danger zone" which includes temperatures between?

- a) 0°F and 100°F
- b) 32°F and 220°F
- ☒ c) 41°F and 135°F
- d) 39°F and 178°F

7) After cutting raw chicken, what should be done before the cutting board is used for slicing onions for salad?

- a) Clean the cutting board with a wet wiping cloth
- b) Turn the board over and use the other side
- c) Rinse the board with running water
- ☒ d) Wash, rinse, and sanitize the board prior to slicing the onions

8) Which of the following is NOT an approved method to thaw potentially hazardous foods?

- ☒ a) In a microwave oven
- b) During the cooking process
- c) Under cool running water
- ☒ d) On a clean counter, at room temperature

9) Wiping cloths stored submerged in a bucket of sanitizing solution are for:

- ☒ a) Wiping spills only
- b) Washing hands if the hand sinks are too far away
- c) Sanitizing the blade of utensils such as knives
- d) Maintaining moisture on the wiping cloth

Fry Cook only

Grill Cooks Test

10) Food-handling gloves must be changed frequently and also:

- a) After handling garbage
- b) After every break
- c) After picking things up off the floor
- d) Between handling raw and cooked foods
- ☒ e) All of the above

11) A Julienne is:

- a) to cut food into 1 inch X 1 inch cubes
- b) A cooking method using high heat
- ☒ c) To cut food into 1/8 X 1/8 slices
- d) A rough cutting method producing oblong shapes

12) A gallon is equal to _____ ounces

- a) 56
- b) 145
- c) 32
- ☒ d) 128

13) How many cups are in a quart?

- a) 2
- ☒ b) 4
- c) 6
- d) 8

14) A Chiffonade is:

- ☒ a) To slice an herb or leafy vegetable into thin ribbons
- b) To de bone a fish
- c) Another name for parchment paper
- d) To cook food in liquid, or at just below the boiling point

15) Potentially hazardous hot foods must be maintained at an internal temperature of _____ or higher to be safe

- a) 145° F
- ☒ b) 135° F
- c) 160° F
- d) 180° F

16) Which of the following explains the process of poaching?

- a) Poke poultry on the thickest part in order to make sure it's tender
- b) To cook food in an oven that has reached 350° F
- ☒ c) Cook gently in water that is hot but not boiling (160°-180°)
- d) Submerge protein in boiling liquid to speed cooking time

17) If a recipe calls for 16oz of mirepoix, how many ounces of onion, celery, and carrots do you need?

- a) 8 oz of celery, 4 oz of onion, 4 oz of carrot
- b) 4 oz of celery, 8 oz of carrot, 4 oz of onion
- ☒ c) 4 oz of celery, 8 oz of onion, 4 oz of carrot
- d) 2 oz of celery, 10 oz of carrot, 2 oz of onion

18) Which of the following best describes braising?

- ☒ a) To cook quickly in a pan on top of the stove until food is browned
- b) Process through which natural sugars in food become browned and flavorful while cooking
- ☒ c) Cooking method by which food is browned in fat, then cooked, tightly covered, in liquid at low heat
- d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

Grill Cooks Test

19) Which of the following best describes the process of Caramelization?

- a) To cook quickly in a pan on top of the stove until food is browned
- ☒ b) Process through which natural sugars in food become browned and flavorful while cooking
- c) Cooking method by which food is browned in fat, then cooked, tightly coved, in liquid at low heat
- d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

20) What temperature should chicken be cooked to?

- a) 145°F
- b) 155°F
- ☒ c) 165°F
- d) 175°F

21) What temperature should ALL ground meat be cooked to?

- a) 145°F
- ☒ b) 155°F
- c) 165°F
- d) 175°F

22) What temperature should fish be cooked to?

- ☒ a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

23) What is a roux and what is it used for? (2 points)

24) What is the process of making clarified butter, and why is clarified butter used? (3 points)

melted down until lightly browned

25) What are the 5 mother sauces? (5 points)

1. *Tamota*
- ☒ 2. *Alfredo*
- 3.
- 4.
- 5.

26) What does it mean to season a grill and why is this process important? (3 points)

*lightly oiled grill and white on for a few minutes.
so food doesn't stick*

27) What are the ingredients in Hollandaise sauce? (5 points)

cheese, milk

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

2) While washing dishes by hand, which item should you wear?

- a) Cutting glove
- b) Oven Mitt
- ☒ c) Rubber glove
- d) Nothing

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

4) If you need to move a heavy load, you should PULL and not PUSH the object.

- a) True
- ☒ b) False

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

6) All work-related injuries, accidents or illnesses should be reported immediately to the supervisor on duty.

- ☒ a) True
- b) False

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

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

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

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

WILBERT RAY CARTHEN

415-604-7548

raycarthen47@GMAIL.COM

OBJECTIVE: Seeking a position with earning, growth and future opportunities are available.

SKILLS

- Work well under pressure
- Detail oriented
- Motivated
- Positive work ethics
- Strong communication skills
- Problem solving skills
- Management skills

EXPERIENCE

Warehouse Management/Material Handler

- Review load sheet and driver invoice
- Coordinate and arrange load
- Report damaged cargo
- Install load restraints
- Maintain a clean work area
- Direct daily operations
- Utilizing sort codes, redirect freight

Forklift Operator

- Site Certified
- Perform safety check before and after shift
- Operate standard and stand up, propane, diesel and electric forklift
- Properly balance cargo while loading shipping container

Customer Service/Work Traits

- Consult and advise customer
- Responsible for investigation and documenting customer complaints

WORK HISTORY

San Francisco Parks and Recreation	San Francisco, CA	Dec. 8-Jan 10, 2018
Code Sorter, ONTRAC Shipping	Sacramento, CA	Dec. 2014-
Temporary agency, Advance Services	Sacramento, CA	Dec. 2014-Mar. 2015
Warehouse, Classic Party Rentals	Sacramento, CA	2012-Oct. 2014
Teleservice Representative, Civic Development Group	Sacramento, CA	2008-2009
Support Technician, Sears & Roebuck	Sacramento, CA	2001-2003
Warehouse/Forklift Operator, Select Personnel	Sacramento, CA	2003-
Welding Fabricator, J B Manufacturing	Sacramento, CA	1999-2001

EDUCATION

John F. Kennedy High School	Sacramento, CA	Diploma
Sacramento City College	Sacramento, CA	Studies in Progress

Acrobat

outsourcing

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

First and Last Name: Wilbert Carthen
Email: RayCarthen47@gmail
Phone number: (415) 604 7548

Working Experience:

Company Name: Popeys Chicken
Dates of Employment: 1987-1988
Job Responsibility:

- - Clean Sanitize Cook area
- - bread and cook chicken
- - maint. proper heating levels
- -

Company Name: Red Runner Pizza
Dates of Employment: 1988 - 1989
Job Responsibility:

- - make dough and proof it in Refr.
- - make pizza
- -
- -

Company Name: Jasper Giant Hamburger
Dates of Employment: 1990 - 1991
Job Responsibility:

- - Grill burgers
- - take orders
- -
- -

Skills

- - Learn Quickly
- - maintain a clean work ~~se~~ area
- -
- -

