

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 Nakia Rochelle Wilson Date: March 5, 2019
Home Telephone (346) 282-6933 Other Telephone (346) 282-6931
Present Address 3823 Red Bluff Rd. #170 Pasadena, TX 77503
Permanent Address, if different from present address: _____
Email Address doodieonehundred1120@gmail.com

EMPLOYMENT DESIRED

Position applying for: Open Positions Available Salary desired: \$11.00
Are you currently registered with any staffing and/or employment agencies? If so, please list N/A

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 Alex Harris 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							
PM							

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates: N/A

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
Alex Harris / Husband
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?
Jack Yates Sr. High	Houston, TX.	1993	N/A
Artium Institute of Tech	Houston, TX.	2003	YES
Do you have any special licenses, certificates or special training? If so please list under "Special." CMA		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:			

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 the months or more.

Are you currently employed? Yes ☐ No ☒ If so, may we contact your current employer? Yes ☐ No ☐

Name and Address of Employer Social Security SSD /SSI

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

Your Position and Duties _____

Dates of Employment: From 9/2017 To 1/2018

Reason for Leaving: Medical Issues # Career Survivor

Name and Address of Employer Clearbrook Crossing Nursing Facility 10800 Flora Mae Houston TX. 7708

Type of Business Nursing Home Telephone No. (832) 338-2350 Supervisor's Name Nancy

Your Position and Duties Laundry / Housekeeping

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 _____

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: Sharon Jefferson Telephone No. (832) 212-3736

Address: Houston, Tx.

Occupation: Daycare Relationship: Friend Number of Years Acquainted: 10+ yrs

Name: Davesha Franklin Telephone No. (____) _____

Address: Houston, Tx.

Occupation: Make-up Artist Relationship: Friend Number of Years Acquainted: 10+ yrs

Name: Sharon Flowers Telephone No. (____) _____

Address: Houston, Tx.

Occupation: Wal-Mart Manager Relationship: Friend Number of Years Acquainted: 10+ yrs

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Your Hospitality Staffing Professionals

Please Read Carefully, Initial Each Paragraph and Sign Below

MM 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.

MM 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.

MM 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.

MM 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.

MM 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

MM

Date

3/5/2019

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

First and Last Name: Nakia Wilson
Email: doddieonehundred1120@gmail.com
Phone number: 346-282-6933

Working Experience:

Company Name: Clearbrook Crossing Nursing Home
Dates of Employment: 2017 - 2018

Job Responsibility:

- - Washing Drying, Folding, & Cleaning
- -
- -
- -

Company Name: Pa-Pa Johns Pizza
Dates of Employment: 2015 - 2016

Job Responsibility: Pizza Prep

- - Minute Maid
- - NRG
- - Donimo Soccer Stadium

Company Name: Central Parking System
Dates of Employment: _____

Job Responsibility:

- - Cashier / Valet Driver
- -
- -
- -

Skills

- - House Keeping
- - Valet Driver
- - Cashier
- - Food Prep

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Interview Note Sheet

Applicant Information	
Name: <u>NAKIA WILSON</u>	Interviewer: <u>KELSEY J.</u>
Date: <u>3/5/19</u>	Rate of Pay: <u>\$11.00</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:
Full-Time
Part-Time

Relevant Experience & Summary of Strengths

Total of _____ in Food Service/Hospitality

- worked @ papa johns for a year.
- worked @ nrg stadium / minute maid w/ papa johns pizza
- worked @ warehouse w/ temp agency.

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	SJ Peninsula		

Certifications (if any)				
TIPS	Serv-Safe	LEAD	Other _____	Will Submit

Availability				
Open	AM only	PM only	Weekdays only	Weekends only

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	Convention Candidate?	Other Languages Spoken:
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