

## 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 Pamela Marie Rivera Date: 3/21/19

Home Telephone (510) 837-4055 Other Telephone (        )

Present Address 2314 Hillside Oakland 94605

Permanent Address, if different from present address:

Email Address

BmGomez207@gmail.com

### EMPLOYMENT DESIRED

Position applying for: Open Salary desired: Min

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): Craigslist

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? 3-21-19

**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	<u>All</u>						
PM							

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

July 20<sup>th</sup> Wedding in New York

### PERSONAL INFORMATION

Have you ever applied to or worked for Acrobat Outsourcing before? Yes        No X If yes, when?

Do you have friends or relatives working for Acrobat Outsourcing? Yes        No X If yes, please state name and relationship

If hired, would you have a reliable means of transportation to and from work? Yes X No       

If hired, can you present evidence of your legal right to live and work in this country? Yes X 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 X No

# 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?
Round Lake High Ill	Round Lake Ill	11	no
San Francisco C.H.S	San Francisco, CA	Ged	yes
Do you have any special licenses, certificates or special training? If so please list under "Special".		no	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."		no	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 Shell gas station

Type of Business Gas Station Telephone No. (510) 837-1055 Supervisor's Name Eric

Your Position and Duties STOCKTOK, Customer Service Money drop, Cleaning

Dates of Employment: From 6/2012 To 2/2019

Reason for Leaving: New manager / Started own business

Name and Address of Employer Bay Kon

Type of Business Bakery Warehouse Telephone No. (510) \_\_\_\_\_ Supervisor's Name Ivn O'leary

Your Position and Duties Service and repaired professional grade equipment

Dates of Employment: From 2000 To 2010

Reason for Leaving: Owner passed away

Name and Address of Employer Chamber Hotel

Type of Business Hotel Telephone No. (510) 837-4055 Supervisor's Name Don

Your Position and Duties Front desk checking guest in and out, Room prep

Dates of Employment: From 1998 To 2005

Reason for Leaving:

Name and Address of Employer American Hotel S

Type of Business Hotel Telephone No. (510) 837-4055 Supervisor's Name Sanjay

Your Position and Duties

Hotel management and maintenance

Dates of Employment: From 1990 To 1991

Reason for Leaving: Owner passed away

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  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: Chris Tanguay Telephone No. (925) 565-7852

Address Oakland

Occupation: clerk Relationship: Friend Number of Years Acquainted: 25

Name: Dennis Howlett Telephone No. (510) 328-4799

Address Oakland

Occupation: owner/ self Relationship: Friend Number of Years Acquainted: 20

Name: Crystal Pestoura Telephone No. (510) 756-9461

Address Modesto

Occupation: Cashier Relationship: co worker Number of Years Acquainted: 4

**Please Read Carefully, Initial Each Paragraph and Sign Below**

*LY*  
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.

*PN*  
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.

*LY*  
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.

*PN*  
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.

*PN*  
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

*Pam Rice*

Date

*3-21-19*

# Acrobat

outsourcing

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

First and Last Name: Pam Rivera  
Email: pamgomez2867@gmail.com  
Phone number: 510 937-4055

### Working Experience:

Company Name: Shell  
Dates of Employment: 6/12 - 2/19  
Job Responsibility:

- - Cashier
- - Customer Service
- - Cleaning
- - Stocking

Company Name: Day Kon  
Dates of Employment: 2006 / 2010  
Job Responsibility:

- - Repair equipment
- - Sales
- - Cashier
- - Stocking

Company Name: Alameda Islander Hotel  
Dates of Employment: 1999 - 2005  
Job Responsibility:

- - Checking in - out
- - Room prep
- - Problem solver
- - Banking

### Skills

- - I have many from maintenance, Cashier,
- - Cleaning, Cooking, Warehouse to Child Care
- - and Senior Services



**Cashier Test**

**Score** / 15

b

1) A roll of quarters is worth?

- a) \$5.00
- b) \$10.00
- c) \$15.00
- d) \$20.00

a

2) A roll of dimes is worth?

- a) \$5.00
- b) \$4.00
- c) \$3.00
- d) \$2.00

d

3) A roll of nickels is worth?

- a) \$8.00
- b) \$6.00
- c) \$4.00
- d) \$2.00

Ca

4) A roll of pennies is worth?

- a) \$1.00
- b) \$0.75
- c) \$0.50
- d) \$0.25

Co

5) What does POS stand for?

- a) Patience over standards
- b) Percentage of sales
- c) Point of sales
- d) People over service

c

6) What is the current sales tax rate in your city 7.5?

b

7) A customer buys a bowl of soup for \$1.25, an apple \$0.90 and a soda is \$0.79. If you are given \$10.00 how much change should you give back?

- a) \$4.06
- b) \$2.06
- c) \$7.06
- d) \$5.06

b

8) A customer buys two shirts for 10.50 each and two ball caps for \$7.25 each. If you are given \$50.00 how much change should you give back?

- a) \$19.50
- b) \$14.50
- c) \$9.50
- d) \$4.50

d

9) A customer buys soda for \$3.75 and a hot dog for \$4.25. If you are given \$20.00 how much change should you give back?

- a) \$6.00
- b) \$8.00
- c) \$10.00
- d) \$12.00

a

10) A customer buys two hamburgers at \$3.75 each, two bags of chips at \$1.25 each, two cookies at \$2.50 each and two sodas at \$3.25 each. If you are given \$100.00 how much change should you give back?

- a) \$78.50
- b) \$58.50
- c) \$38.50
- d) \$28.50

**Cashier Test**

**Score / 15**

- A 11) Counterfeit pens should be used on which three denominations?  
a) \$20, \$50, \$100  
b) \$10, \$20, \$50  
c) \$5, \$50, \$100  
d) \$10, \$20, \$50

- A 12) How many times should you count change when giving it to the customer?  
a) one  
b) two  
c) three  
d) no need to count

**Question & Answer:**

13) What is the minimum age for legal alcohol purchases? 21 yrs

14) What are the acceptable forms of ID for alcohol purchases? Ca ID, Pass port

15) How many \$20 bills are in a bank band? \$500