



ACROBAT OUTSOURCING
TSC GROUP

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 Diana Hansen Date: 5/17/2019
Home Telephone (916) 425-7972 Other Telephone (916) _____
Present Address 431 G Street Nest Sacramento CA 95105
Permanent Address, if different from present address: _____
Email Address diana.m.hansen@gmail.com

EMPLOYMENT DESIRED

Position applying for: Event / Catering service / Barkender Salary desired: _____

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 X 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 Antoinette Kennedy Newspaper Job Fair Agency

Company Website Other Web Posting Other Source

Could you work overtime, if necessary? Yes X No If hired, on what date could you start working?

ASAP

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.

<u>SPECIFY HOURS AVAILABLE DAILY</u>	<u>SUNDAY</u>	<u>MONDAY</u>	<u>TUESDAY</u>	<u>WEDNESDAY</u>	<u>THURSDAY</u>	<u>FRIDAY</u>	<u>SATURDAY</u>
AM	<u>OPEN</u>						
PM	<u>OPEN</u>						

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 ANTOINETTE KENNEDY

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?
ART INSTITUTES - CA	Natomas, CA	Bachelors	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:
program ADOBE CREATIVE SUITE / MICROSOFT OFFICE | POS systems | AUCHA MFCOS | CA FOOD SAFE HANDLERS CARD

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 Paesanos / Portofino Room 1806 Capitol Ave SAC. CA 95811

Type of Business CATERING Telephone No. (916) 447-8646 Supervisor's Name Sonny

Your Position and Duties Catering / event server - Set up & cleanup of event space / Rentals

- Passed apt. service

Dates of Employment: From April 2019 To Current Buffet setup/management

Customer service / guest satisfaction

Reason for Leaving: N/A Bussing / cleanup

Name and Address of Employer Cotton Shoppe 2103 5th st. Sacramento 95818

Type of Business SCREEN PRINT Telephone No. (916) 492-9491 Supervisor's Name Colin

Your Position and Duties graphic design & office manager
oversaw all jobs from art / printing / production & delivery

Dates of Employment: From Dec. 2014 To Feb 2019 Customer service via
email, phone, & in person

Reason for Leaving: Wanted to focus on my artwork

Name and Address of Employer Regan Woodys Grill & Bar & RCQ Catering WATT AV
SACRAMENTO CA 95814

Type of Business Restaurant Telephone No. (916) 847-3684 Supervisor's Name Jennifer

Your Position and Duties Bartender 08-14 / Server 05-09 / Host 04-05

Full Bar & Restaurant service, Micros systems, Mixology knowledge

- Bussing, setting tables, guest execution

Dates of Employment: From 2014 To 2014

- Side work, open/close duties

- (Inventory) tracking

Reason for Leaving: Graduated Art School

Name and Address of Employer Joes Crab Shack 1210 Front ST. 95814.
SACRAMENTO CA

Type of Business Restaurant Telephone No. (916) 553-4210 Supervisor's Name

Your Position and Duties Server - full lunch & dinner service
ALTA SYSTEMS, suggestive sales, expo, missing
- showwork

Dates of Employment: From April 2007 to Sept. 2007
Reason for Leaving: Second job (summer rushover) - opening & closing duties

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: Antoinette Kennedy Telephone No. (916) 477 0580

Address SACRAMENTO, CA

Occupation: Banquet Server Relationship: friend/ Colleague Number of Years Acquainted: few months
@ Acrobat

Name: Jennifer Olsen Telephone No. (916) 847-3484

Address ELK GROVE, CA

Occupation: Manager @ BJS Restaurant Relationship: previous boss Number of Years Acquainted: 14 years
@ WODDS

Name: Vanessa Mercado Telephone No. (916) 730-7112

Address CARMICHAEL, CA

Occupation: Teacher Relationship: previous Number of Years Acquainted: 14 years
Shift lead
@ WODDS

Please Read Carefully, Initial Each Paragraph and Sign Below

X

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.

X

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.

DH

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.

DH

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.

DH

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

Diana Hansen Date 5/17/19

