

Name: Tanya Lewis  
Date: 5/30/19

Printer: Tucker

File #:

ABK

Banquet Server

Bartender CC

Server	/35	25	/30	25
Prep Cook	/15	25	25	25
Grill Cook	/40	25	25	25
Dishwasher	/10	25	25	25

Full-Time

Part-Time

Availability - Open

Total of \_\_\_\_\_ in Food Service

Personal hair style

Travel - Up to 45 min. commute

Experience - Pick N Roll - bartender / Server  
Whispers - bartender / Server

SS Employee # / N	123456789	Public Transit	Carpool ( Rider / Driver )			
NOTE: N	South NJ	Central NJ	Jersey Shore			
TIPS	Service	1/2	Other			
Open	AM only	PM only	Weekdays only			
AM	Weekends only					
Bistro	Black Bistro	Tuxedo	1/2 Tuxedo	Black Vest	Long Black Tie	
Chef Coat	Chef Pants	Kaives	Stock Pants	Stock Shoes	Bow Tie	Other
Wool	Leather	Leather	Leather	Leather	Leather	Leather

5/30/2013

# Acrobat

outsourcing

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

First and Last Name: Tanya Lewis  
Email: Tlewis91888@yahoo.com  
Phone number: 917-734-8911

### Working Experience:

Company Name: Styled By Toni

Dates of Employment: 2015

Job Responsibility:

- Traveling hair stylist
- provide customer service
- make people feel and look good!
- 

Company Name: Dick & Roll

Dates of Employment: Feb 2017 - Jan 2018

Job Responsibility:

- Bartender
- making serving drinks
- working the register
- helping with stocking

Company Name: Whisper Lounge

Dates of Employment: 2015 - 2016

Job Responsibility:

- Bartender
- making serving drinks
- working the register
- customer service

### Skills

- Over 10 years of customer service
- multi tasker
- a people person
- a hard worker

**Re: Employment Application New Jersey**

JotForm &lt;noreply@jotform.com&gt;

Thu 5/30/2019 10:40 AM

To: Team New Jersey &lt;newjersey@acrobatoutsourcing.com&gt;

**Employment Application New Jersey**

First Name	Tanya
Last Name	Lewis
E-mail Address	tlewis91888@yahoo.com
Phone	9177348911
Address	360 Grove Street
Unit or Number	FL 1
City, State	Newark, NJ
Zip Code	07103
What region(s) are you applying to work within?	New Jersey
Which position(s) are you applying for?	Server Bartender
Are you applying for:	Full-Time Part-Time
When can you start?	05-31-2019
Can you work overtime?	Yes
How did you hear about us?	Craigslist
What days/times can you work?	Tuesday AM Tuesday PM
Select all that apply:	Wednesday AM Wednesday PM Thursday AM Thursday PM Friday AM Friday PM Saturday AM

Saturday PM

Sunday AM

Sunday PM

Do you have any planned vacations or extended leave in the next 12 months?  
(If no, leave blank)

Have you ever applied to or worked for Acrobat before?

No

If hired, would you have reliable means of transportation to and from work?

Yes

If hired, can you present evidence of your legal right to live and work in this country?

Yes

Are you able to perform the essential functions of the job for which you are applying?

Yes

Name of School Ridley Lowell Business & Technical Institute

City & State Poughkeepsie, NY

Grade/Degree Cosmetology and Medical Administrative Assistant

Graduated? Yes

Do you have any special licenses? (If so, label under "Special")

Yes

Are you computer literate? (If so, label which programs under "Special")

Yes

Are you proficient with Point of Sale systems? (If so, label

Yes

which under  
"Special")

Do you have any  
experience, training,  
qualifications or  
special skills? (If so,  
label under  
"Special")

Yes

Special: Over 10 years of customer service

Are you currently  
employed?

Yes

Can we contact your  
current employer?

Yes

Name and Address  
of Employer StyledByTonii- Self Employed traveling stylist

Type of Business Hair

Phone Number 9178091300

Your Position &  
Duties Traveling hair stylist providing my creativity to  
make people feel good about themselves!

Date of Employment  
(from/to): 2015-

Reason for Leaving Still current

Still Employed: Yes

Name and Address  
of Employer Pick & Roll  
White Plains, NY

Type of Business Restaurant

Phone Number N/A

Your Position &  
Duties Bartender- Made drinks, took food orders, worked  
register, and helped with stocking

Date of Employment  
(from/to): 2/2017- 2018

Reason for Leaving Place is no longer open

Still Employed: No

Name and Address  
of Employer Various other bars & gigs

Your Position &  
Duties Working as a bartender- serving drinks

Date of Employment 2014-current

(from/to):

Have you ever been  
fired from a  
previous place of No.  
employment? If yes,  
please explain:

First Name                      Rasheeda  
Last Name                      Wiltshire  
E-mail Address              rasheedawiltshire@yahoo.com  
Phone                            3478415913  
Relationship:                mentor  
Years Acquainted:            1

I hereby certify that I (Checked box indicates acknowledgement)  
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.

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.

(Checked box indicates acknowledgement)

I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my

(Checked box indicates acknowledgement)

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.

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.

(Checked box indicates acknowledgement)

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

(Checked box indicates acknowledgement)

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.

(Checked box indicates acknowledgement)

Applicant Digital  
Signature (Type  
Name): Tanya Lewis

Date: 05-30-2019

You can [edit this submission](#) and [view all your submissions](#) easily.

Multiple Choice (6 points)

B C X 1) Carbonation \_\_\_\_\_ the rate of intoxication.

- a) Slows down
- b) Speeds up
- c) Does nothing to

B 2) What are the six most commonly used spirits?
 

- a) Sweet and Sour, Triple Sec, Grenadine, Midori, Lime Juice and Cranberry Juice
- b) Vodka, Whiskey, Gin, Bourbon, Rum and Tequila
- c) Chardonnay, Cabernet Sauvignon, Champagne, Merlot, Sauvignon Blanc, Zinfandel
- d) Kahlua, Vodka, Frangelico, Gin, Tequila, Spiced Rum

B 3) You can accept an expired ID as long as all other information is correct.
 

- a) True
- b) False

B 4) If someone has had too much to drink, serving them coffee will help sober them up.
 

- a) True
- b) False

D 5) What are the acceptable forms of ID for Alcohol Consumption?
 

- a) State or Government Issued ID Card or Drivers License
- b) Passport or Passport ID Card (as long as it lists the person's date of birth)
- c) School ID or Birth Certificate
- d) A & B
- e) A, B & C

B 6) If there is no shaker tin available to scoop ice for a drink, it is okay to use a glass.
 

- a) True
- b) False

180/30

Vocabulary (9 points)

Match the word to its definition

C X "Straight Up"

- a.) Used to crush fruits and herbs for craft cocktail making

F Shaker Tin

- b.) Used with the Shaker Tin to prevent solid material from entering a cocktail glass when poured

I C "Neat"

- c.) To serve chilled liquor in a chilled stemmed cocktail glass with no ice

B Strainer

- d.) To pour  $\frac{1}{2}$  oz of a liquor on top

E Jigger

- e.) Used to measure the alcohol and mixer for a drink

G Bar Mat

- f.) Used to mix cocktails along with a pint glass and ice

D "Float"

- g.) Used on the bar top to gather spills

H "Back"

- h.) Requesting a separate glass of another drink

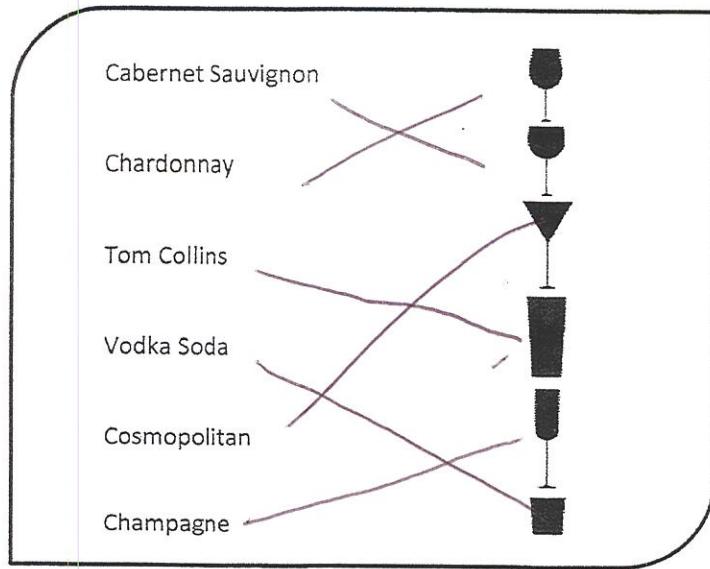
- i.) Means to serve spirit room temperature in a rocks glass with no ice

**Bartenders Test**

**Score / 35**

**Glassware (6 points)**

Match the correct glass to the drink



**Answer and Question (14 points)**

Provide examples of 3 brand name "top shelf" spirits (3 points): Jack Daniels, Grey Goose, Ciroc

\* What are the ingredients in a Manhattan? Wodka, dry vermouth, olives

What are the ingredients in a Cosmopolitan? Wodka or gin, lime juice, splash cranberry

What are the ingredients in a Long Island Iced Tea? Wodka, gin, tequila, and rum, sweet sour, splash coke

\* What makes a margarita a "Cadillac"? Salt around the rim

\* What is simple syrup? Sugar's water

Is it legal to pour liquor from one bottle into another? What is this called? (2 points)

\* I'm going to say both depending on which liquor to bottle. Yes, it is called marrying.

What should you do if you break a glass in the ice? You have to get new ice

When is it OK to have an alcoholic beverage while working? NO

\* What does it mean when a customer orders their cocktail "dirty"? extra olives (juice)

What are the ingredients in a Margarita? tequila, triple sec, margarita mix, and or sweet & sour lime juice.

**Multiple Choice**

A B 1) Food is served on what side with what hand?  
 a) On the left side with the left hand  
 b) On the left side with the right hand  
 c) On the right side with the left hand  
 d) On the right side with the right hand

D B 2) Drinks are served on what side with what hand?  
 a) On the left side with the left hand  
 b) On the left side with the right hand  
 c) On the right side with the left hand  
 d) On the right side with the right hand

D 3) Food and drinks are removed on what side with what hand?  
 a) On the left side with the left hand  
 b) On the left side with the right hand  
 c) On the right side with the left hand  
 d) On the right side with the right hand

A B 4) What part of a glass should you handle at all times?  
 a) The stem  
 b) The widest part of the glass  
 c) The top

D 5) When you are setting a dining room how should you set up your tablecloths?  
 a) Neatly and evenly across the tables  
 b) The creases should all be going in the same directions  
 c) The chairs should be centered and gently touching the table cloth  
 d) All of the above

D 6) If you bring the wrong entrée to a guest what should you do?  
 a) Go back into the kitchen and patiently wait in line behind the rest of the servers until it's your turn  
 b) Inform the guests that you will bring the correct entrée once everyone else in the dinning room is served  
 c) Try to convince the guests to eat what you brought them  
 d) Go back into the kitchen to the front of the line and inform the expeditor that you need a different entrée

100

**Match the Correct Vocabulary**

C ~~Scullery~~ Scullery

B ~~Queen Mary~~ Queen Mary

A ~~Chaffing Dish~~ Chaffing Dish

D ~~French Passing~~ French Passing

G ~~Russian Service~~ Russian Service

F ~~Corkscrew~~ Corkscrew

E ~~Tray Jack~~ Tray Jack

A. Metal buffet device used to keep food warm by heating it over warmed water

B. Style of service where food is prepared or served individually at the dinner table to fit the customer's specific taste (i.e. providing dressing and pepper for salad or handing out bread to each patron)

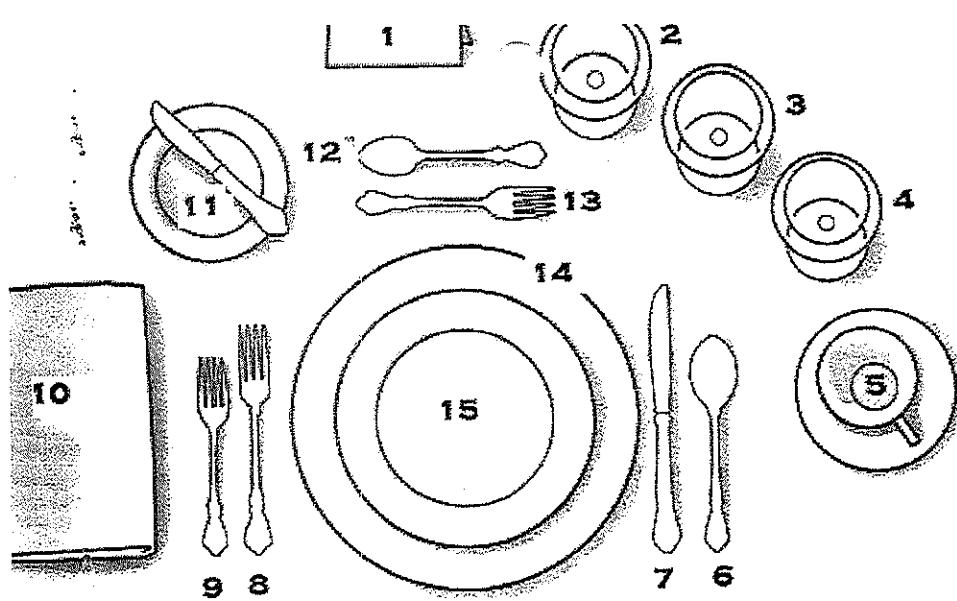
C. Used to hold a large tray on the dining floor

D. Area for dirty dishware and glasses

E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored

F. Used to open bottles of wine

G. Style of dining in which the courses come out one at a time



Score / 35

Match the Number to the Correct Vocabulary

<u>8</u>	Dinner Fork
<u>5</u>	Tea or Coffee Cup and Saucer
<u>10</u>	Dinner Knife
<u>11</u> <i>X</i>	Wine Glass (Red)
<u>9</u>	Salad Fork
<u>14</u>	Service Plate
<u>2</u> <i>X</i>	Wine Glass (White)

<u>10</u>	Napkin
<u>11</u>	Bread Plate and Knife
<u>1</u>	Name Place Card
<u>12</u>	Teaspoon
<u>13</u>	Dessert Fork
<u>6</u>	Soup Spoon
<u>15</u>	Salad Plate
<u>4</u>	Water Glass

Fill in the Blank

1. The utensils are placed \_\_\_\_\_ inch (es) from the edge of the table.

2. Coffee and Tea service should be accompanied by what extras? muffin, sugar & cream

3. Synchronized service is when: everyone or thing is in sync.

4. What is generally indicated on the name placard other than the name? table #

5. The Protein on a plate is typically served at what hour on the clock? around 6

6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?  
tell the chef