



Name: Jared E. Noven

Taborca ID: 52461

Date of Hire: 06 / 25 / 19

Date of Re-Act:      /      /     

#### New employee set up

- ☐ E-verify
- ☐ Hire Right EE
- ☐ Hire Right Internal (upload any list A docs)
- ☐ Direct Deposit (Scan to Payroll) and/or Global Cash Card – complete the form & have EE sign
- ☐ Notice to Employee Completed
- ☐ Added to Orientation Time Sheet
- ☐ Attended New Hire Orientation
- ☐ Background Check
- ☐ New Hire List (All fields)
- ☐ Check Taborca Profile (All fields)
- ☐ Upload Resume and Skills Tests (one doc)
- ☐ Upload Food Handler's Card

#### Re Act employee set up (See Re Act Process for more detail)

- ☐ File and I9 pulled (new one created/done in Hire Right if old ones are gone)
- ☐ Re Act onboarding if initially hired before 1/1/16
- ☐ Check W4
- ☐ Check all demographic info and availability
- ☐ Check for skills tests, app, FHC, and resume (get new app, new resume if hired more than 1 year ago)
- ☐ Complete Notice to Employee with updated pay if necessary
- ☐ Verify pay option (notify payroll) and take steps to Re Act any old pay options still current
- ☐ Run new BGC if more than 1 year since last shift worked
- ☐ New orientation/place on time sheet if it's been over a year since last shift
- ☐ New Hire List (all fields)
- ☐ Delete employee from the INA/TER spreadsheet if they are on it

# Interview Note Sheet

Applicant Information	
Name: Jared Neveu	Interviewer: Christyann Maulipe
Date: 06.25.19	Rate of Pay: \$18.00
Position (s) Applied for: overnight line cook (4 seasons)	Referred by: craigslist

Test Scores					
Server	/35	%	Bartender	/35	%
Prep Cook	70% /20	%	Barista	/15	%
Grill Cook	53% /40	%	Cashier	/15	%
Dishwasher	05% /10	%	Housekeeping	/14	%

Seeking:
Full-Time
<u>Part-Time</u>

Relevant Experience & Summary of Strengths
<p style="text-align: right;">Total of _____ in Food Service/Hospitality</p> <p>team player  food running.  line cook  cleaning kitchen  jump in w/when necessary  team coordinating.  technically unexperienced, but can do the working/read recipe  * Four seasons</p>
P.O.S. Experience: Y / N details: _____

Transportation
<input checked="" type="checkbox"/> Car <input type="checkbox"/> Public Transit <input type="checkbox"/> Carpool ( Rider / Driver )

Regions Available to work:
<del>LA</del> <del>DC</del> Palo / Mountain View

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

Availability
Open      AM only <u>PM only</u> Weekdays only      Weekends only
Details: any PM day

Uniforms Owned:
Bistro      Black Bistro      Tuxedo      1/2 Tuxedo      Black Vest      Long Black Tie <input checked="" type="checkbox"/> Chef Coat      Chef Pants      Knives      Black Pants      Non-Slip Shoes      Bow Tie      Other: _____

Would you recommend this applicant for Acrobat Academy?	Convention Candidate?	Other Languages Spoken:
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# Jared E. Neveu

6180 Hancock Ave.,  
San Jose, CA, 95123

Phone: 408-409-9105

Email: [jequite76@gmail.com](mailto:jequite76@gmail.com)

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## Professional Experience

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<b>Jan. 2015-June 2016</b>	<b>The Cats Restaurant</b>	<b>San Jose, CA</b>
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### ***Line Cook***

- Prep work such as preparing cold dishes, dry rubs, sauces
  - Grilling meats
  - smoking meats in an industrial smoker
  - plating food with appropriate garnishes, sauces and sides
  - dishwashing duties
  - kitchen cleaning duties
  - food expediting
  - food running
- 

<b>May 2005-Present</b>	<b>Bay Area Ice Cream Catering</b>	<b>San Jose, CA</b>
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### ***Customer Service/Scooper***

- Customer service
  - scooping ice cream for anywhere between 100-3,000 guests per event
  - traveling to and from events
  - setting up toppings tables
  - coordinating with event hosts
  - cleanup after events
- 

<b>Dec. 2012 – August 2016</b>	<b>Anacor Pharmaceuticals</b>	<b>Palo Alto, CA</b>
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### ***Assistant Animal Caretaker***

- Record temperature and humidity.
- Monitor animal health.
- Introductory training in oral gavage and intravenous injection in lateral tail vein of mice.
- Adhere to standard operating procedures and study protocols.
- Assist in routine cleaning, sanitizing, and decontaminating of the vivarium.

### ***Office/Facilities Assistant***

- Take inventory and prepare office supply orders.
  - Update Excel spreadsheets for inventories.
  - Perform routine equipment and machine maintenance.
- 

<b>Jan. 2010 – Feb. 2012</b>	<b>In Vivo Science</b>	<b>Sunnyvale, CA</b>
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### ***Head Animal Caretaker***

### ***International***

- Breed genetically immune deficient mice (Humanized NOG).
  - Assist in human stem cell biology, immunology, regenerative medicine and cancer research.
  - Ensure the health and safety of the immuno-deficient animals housed.
  - Clip tails for genome studies.
  - Prepare purchase requisitions for laboratory supplies, payment slips and Excel spreadsheets.
  - Perform monthly microbe tests using stamp agars to culture pathogens for Stanford researchers.
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**June 2010- Oct. 2012**  
***Security Office (Seasonal)***

**Shoreline Amphitheatre**

**Mountain View, CA**

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- Protect guests as well as the assets of the venue.
  - Provide polite and respectful assistance to guests that have questions or concerns.
  - Escort unruly guests out of the venue to ensure the safety of patrons, staff, and performers.
  - Maintain a safe environment for concertgoers.
  - Remain vigilant and able to identify safety concerns within the venue.
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**Education**

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**2009 – 2015**

**Evergreen Valley College**

**San Jose, CA**

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- Associates Degree in Administration of Justice
- 

**2005 - 2009**

**Santa Teresa High School**

**San Jose, CA**

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- High School Diploma
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***References Provided Upon Request***





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 Jared Neven Date: 6/25/19  
Home Telephone ( 408 ) 409-9105 Other Telephone (      )       
Present Address 6180 Hancock Ave  
Permanent Address, if different from present address:       
Email Address jequite76@gmail.com

### EMPLOYMENT DESIRED

Position applying for: Overnight line cook Salary desired: \$18-20/hr.  
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							
PM	<u>open</u>	<u>open</u>	<u>open</u>	<u>open</u>	<u>open</u>	<u>open</u>	<u>open</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 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\_\_\_

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?
Evergreen Valley College	San Jose, CA	Assoc. Criminal Justice	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:			



### 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 Bay Area Ice Cream Catering  
Type of Business Food service Telephone No. (408) 227-7000 Supervisor's Name John Willhelm  
Your Position and Duties Customer service/scooper

Dates of Employment: From May 2003 To Present

Reason for Leaving: Presently employed

Name and Address of Employer The Cats Restaurant & Tavern  
Type of Business Restaurant Telephone No. (408) 354-4600 Supervisor's Name David Quevedo  
Your Position and Duties Line cook

Dates of Employment: From Jan 2014 To May 2016

Reason for Leaving: moved

Name and Address of Employer Lifesource Biomedical Services  
Type of Business Life Science Telephone No. (650) 604-5884 Supervisor's Name Allison Brown  
Your Position and Duties Animal Care Technician

Dates of Employment: From Jan 2016 To Jan 2017

Reason for Leaving: Disability Leave

Name and Address of Employer ~~Moffet Field, CA~~ Champion Paradise  
Type of Business Pet service Telephone No. (408) 421-1477 Supervisor's Name Bruce Galbraith

Your Position and Duties Chameleon breeder/caretaker

Dates of Employment: From May 2013 To May 2017

Reason for Leaving: left to pursue career at Lifesource Biomedical

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 ☒

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: Emerson DeLeon Telephone No. 408, 609-9952  
Address: San Jose, CA  
Occupation: IT Director Relationship: friend Number of Years Acquainted: 8

Name: Debbie Harlan Telephone No. 408, 472-3130  
Address: San Jose, CA  
Occupation: Manager Relationship: neighbor Number of Years Acquainted: 15

Name: Rex Mathews Telephone No. 408, 849-2588  
Address: San Jose, CA  
Occupation: AT&T Manager Relationship: former scoutmaster Number of Years Acquainted: 15



Your Hospitality Staffing Professionals

## Attendance Policy

The cost of absenteeism and lateness is difficult to estimate, no one can calculate the cost of the burden this puts on others who have to do the absent person's work. Most people will be late or sick at one time or another. But when short-term absences become more frequent, they might signal personal, medical, or job-related problems.

It is your responsibility to notify your supervisor at least 24 hours prior to your shift of any anticipated tardiness or absence. **All tardiness or absences should be reported to the Emergency Line at 800.236.2276 x2207.** You should provide the general reason for your absence, and understand that excessive absences and lateness will lead to disciplinary action.

Below is a breakdown of how infractions will be measured. Any employee who accumulates more than three points in a 90-day period can result in termination of employment.

**Tardy** – Anybody not signed/ clocked-in by their start time. 1 Point

**Call Off** – Needing to be taken off a shift after schedules are sent out. It is your responsibility to request any desired time off in advance. 1 Point

**LM Call-Out** – Failing to provide Acrobat with 24-hour notice before missing a shift. 1 Points

**No Call No Show** – Failing to provide Acrobat with any notice before missing a shift. 3 Points

Name:

Jared Neveu

Date:

6-25-19

Signature:

A handwritten signature in black ink, appearing to read "Jared Neveu", written over a horizontal line.



## WORKERS' COMPENSATION

Insurance Carrier's Name: Integro USA Inc. dba Integro Insurance Brokers

Address: 1 State Street Plaza, 9<sup>th</sup> floor, New York, NY. 10004

Telephone Number: 212-295-5440

Policy No.: LDC4042609 AOS

☐ Self-Insured (Labor Code 3700) and Certificate Number for Consent to Self-Insure: \_\_\_\_\_

## PAID SICK LEAVE

Unless exempt, the employee identified on this notice is entitled to minimum requirements for paid sick leave under state law which provides that an employee:

- a. May accrue paid sick leave and may request and use up to 3 days or 24 hours of accrued paid sick leave per year;
- b. May not be terminated or retaliated against for using or requesting the use of accrued paid sick leave; and
- c. Has the right to file a complaint against an employer who retaliates or discriminates against an employee for
  1. requesting or using accrued sick days;
  2. attempting to exercise the right to use accrued paid sick days;
  3. filing a complaint or alleging a violation of Article 1.5 section 245 et seq. of the California Labor Code;
  4. cooperating in an investigation or prosecution of an alleged violation of this Article or opposing any policy or practice or act that is prohibited by Article 1.5 section 245 et seq. of the California Labor Code.

The following applies to the employee identified on this notice: *(Check one box)*

- ☐ 1. Accrues paid sick leave only pursuant to the minimum requirements stated in Labor Code §245 et seq. with no other employer policy providing additional or different terms for accrual and use of paid sick leave.
- ☐ 2. Accrues paid sick leave pursuant to the employer's policy which satisfies or exceeds the accrual, carryover, and use requirements of Labor Code §246.
- ☐ 3. Employer provides no less than 24 hours (or 3 days) of paid sick leave at the beginning of each 12-month period.
- ☐ 4. The employee is exempt from paid sick leave protection by Labor Code §245.5. (State exemption and specific subsection for exemption): \_\_\_\_\_

## ACKNOWLEDGEMENT OF RECEIPT

*(Optional)*

Christyann Maulupe  
(PRINT NAME of Employer representative)

[Signature]  
(SIGNATURE of Employer Representative)

06-25-19  
(Date)

Tarek Neveu  
(PRINT NAME of Employee)

[Signature]  
(SIGNATURE of Employee)

6-25-19  
(Date)

The employee's signature on this notice merely constitutes acknowledgement of receipt.

Labor Code section 2810.5(b) requires that the employer notify you in writing of any changes to the information set forth in this Notice within seven calendar days after the time of the changes, unless one of the following applies: (a) All changes are reflected on a timely wage statement furnished in accordance with Labor Code section 226; (b) Notice of all changes is provided in another writing required by law within seven days of the changes.

**NOTICE TO EMPLOYEE***Labor Code section 2810.5***EMPLOYEE**Employee Name: Jared NervenStart Date: 06-25-19**EMPLOYER**Legal Name of Hiring Employer: S.E ScherIs hiring employer a staffing agency/business (e.g., Temporary Services Agency; Employee Leasing Company; or Professional Employer Organization [PEO])? ☐ Yes ☐ No

Other Names Hiring Employer is "doing business as" (if applicable):

Acrobat Outsourcing

Physical Address of Hiring Employer's Main Office:

665 Third St. Suite 415, San Francisco, CA. 94107

Hiring Employer's Mailing Address (if different than above):

Hiring Employer's Telephone Number: 415-431-8826

If the hiring employer is a staffing agency/business (above box checked "Yes"), the following is the other entity for whom this employee will perform work:

Name: 1871 The Alameda, San Jose Ca, Suite 110 95126

Physical Address of Main Office: \_\_\_\_\_


Mailing Address: 11 11Telephone Number: 408-316-9546**WAGE INFORMATION**Rate(s) of Pay: \$18.00Overtime Rate(s) of Pay: \$1.5 x rateRate by (check box): ☒ Hour ☐ Shift ☐ Day ☐ Week ☐ Salary ☐ Piece rate ☐ Commission☐ Other (provide specifics): \_\_\_\_\_Does a written agreement exist providing the rate(s) of pay? (check box) ☐ Yes ☐ NoIf yes, are all rate(s) of pay and bases thereof contained in that written agreement? ☐ Yes ☐ No

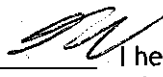
Allowances, if any, claimed as part of minimum wage (including meal or lodging allowances):

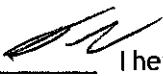
(If the employee has signed the acknowledgment of receipt below, it does not constitute a "voluntary written agreement" as required under the law between the employer and employee in order to credit any meals or lodging against the minimum wage. Any such voluntary written agreement must be evidenced by a separate document.)


Regular Payday: FRIDAY


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

 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.

 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.

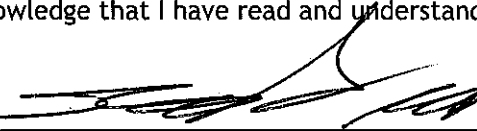
 I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice and law enforcement agency and general public records history.

 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.

 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



Date

6-25-19





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

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do not staff @ grill cook  
unless another test is taken  
to prove skill level is higher

## Grill Cooks Test

- e 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
- d 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
- C 12) A gallon is equal to \_\_\_\_\_ ounces
- a) 56
  - b) 145
  - c) 32
  - d) 128
- d 13) How many cups are in a quart?
- a) 2
  - b) 4
  - c) 6
  - d) 8
- a 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
- a 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
- C 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
- a 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
- C 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 coved, 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 covered, 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)

It is a stock for gumbo made with okra

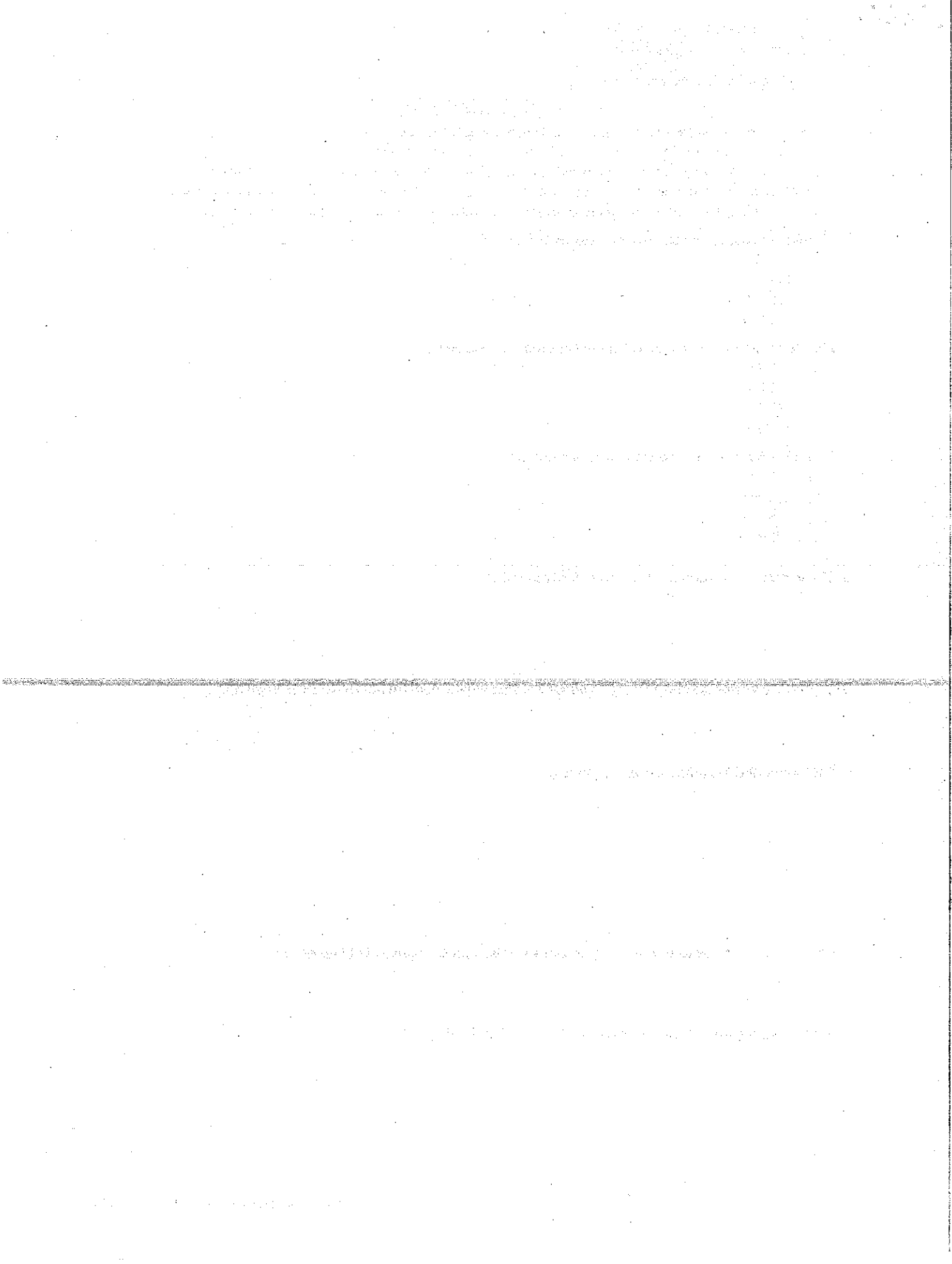
24) What is the process of making clarified butter, and why is clarified butter used? (3 points)

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

1. worchester
2. au jieu
- 3.
- 4.
- 5.

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

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



- C 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
- C 2) While washing dishes by hand, which item should you wear?  
a) Cutting glove  
b) Oven Mitt  
☒ c) Rubber glove  
d) Nothing
- D 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
- a 4) If you need to move a heavy load, you should PULL and not PUSH the object.  
☒ a) True  
b) False
- C 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
- a 6) All work-related injuries, accidents or illnesses should be reported immediately to the supervisor on duty.  
☒ a) True  
b) False
- C 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
- C 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
- d 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
- d 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



Multiple Choice (1 point each)

- 1) A gallon is equal to \_\_\_\_\_ ounces
- a. 56
  - b. 145
  - ☒ c. 32
  - d. 128
- 2) Mesclun are what type of vegetable?
- ☒ a. Roots
  - b. Beans
  - c. Salad Greens
  - d. Spices
- 3) What does the term braise mean?
- a. Sear quickly on both sides
  - ☒ b. Slowly cook in covered pan with little liquid
  - c. Cook on high heat and quickly
  - d. Slowly cook in simmering water
- 4) At what internal temperature must chicken be cooked so that it is safe to eat?
- a. 155 degrees F
  - b. 165 degrees F
  - c. 175 degrees F
  - ☒ d. 185 degrees F
- 5) How do you blanch vegetables?
- ☒ a. Immerse for a short time in boiling water
  - b. Cook lightly in butter over med heat
  - c. Soak in cold water overnight
  - d. Rub with salt before cooking
- 6) Which of the following ingredients would you pack before measuring?
- a. Olive Oil
  - b. Salt
  - ☒ c. Brown Sugar
  - d. White Sugar
- 7) What is Al Dente?
- ☒ a. Firm but not hard
  - b. Soft to the touch
  - c. Very hard
  - d. Very soft
- 8) Food should be left out no more than
- ☒ a. 2 hours
  - b. 3 hours
  - c. 4 hours
  - d. 5 hours

Prep Cooks Test

- C 9) Which is the improper way to thaw frozen food?
- a. In the fridge
  - b. In a sink with cold water
  - c. On the counter
  - d. In the microwave
- A 10) Which of the following can you use to put out a grease fire?
- a. Baking Soda
  - b. Baking Powder
  - c. Flour
  - d. Water
- b 11) What is the temperature range of the danger zone?
- a. 25-135
  - b. 40-140
  - c. 50-160
  - d. 30-130
- d 12) Which of the following is listed from smallest to largest?
- a. Dice, chop, mince
  - b. Mince, chop, dice
  - c. Chop, dice, Mince
  - d. Mince, dice, chop
- C ~~13~~ 13) Which direction should pan handles be turned while cooking on the stove?
- a. Over the fire at all times
  - ~~b.~~ Turned towards you for better control
  - c. Turned towards the right or left at all times
  - d. Over the countertop at all times
- C 14) When you poach something, you cook it with what?
- a. Noodles
  - b. Vegetables
  - c. Liquid
  - d. Oil
- C 15) Which spoon is used to remove fat from soups and stews?
- a. Basting Spoon
  - b. Ladle
  - c. Slotted Spoon
  - d. Portion Spoon
- C 16) Which of the following means to cook in a small amount of fat?
- a. Season
  - b. Sauté
  - c. Broil
  - d. Boil
  - e. Fry



Prep Cooks Test

- 17 What is a Julien cut?
- a. Food cut into long thin strips, matchstick
  - b. Food cut into long thin strips then turned and cut into a 1/8" dice
  - c. Food diced into finely chopped and uniform pieces
  - d Cutting and peeling into oblong seven sided football like shapes
- 18 To cook a food in a pan without browning over low heat until the item softens and releases moisture.
- a. Sweat
  - b. Boil
  - c Roast
  - d. Grill

Fill-in the Blank (1 point each)

- 19) salt & pepper are the basic seasoning ingredients for all savory recipes.
- 20) dice : to cut into very small pieces when uniformity of size and shape is not important.

