

Interview Note Sheet

Applicant Information

Name: Jeral Cooper

Date: 8/14/19

Position (s) Applied for: Cook / Prep / Grill

Interviewer: Anthony W.

Rate of Pay:

Referred by:

Test Scores

Server	/35	%	Bartender	/35	%
Prep Cook	/15	%	Barista	/15	%
Grill Cook	<u>33</u> /40	%	Cashier	/15	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:

Full-Time

Part-Time

Relevant Experience & Summary of Strengths

Daguri Shop-
Head Cook / Prep / Cook

Total of _____ in Food Service/Hospitality

Line
Grill
Saute.

D'Brox Pizza
Manager, Hot & Cold
Pizza

P.O.S. Experience: Y / N details: _____

Transportation

Car

Public Transit

Carpool (Rider / Driver)

Regions Available to work:

Kansas City, KS

Overland Park, Kansas

Kansas City, MO

Independence, MO

Certifications (if any)

TIPS

Serv-Safe

LEAD

Other Will Submit

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 Academy?

Convention Candidate?

Other Languages Spoken:

Anthony Williams

From: JotForm <noreply@jotform.com>
Sent: Tuesday, August 13, 2019 10:52 AM
To: Kansas City Team
Subject: Re: Employment Application Kansas City



Employment Application Kansas City

First Name	Jerel
Last Name	Cooper
E-mail Address	A.chokc87@gmail.com
Phone	8165829639
Address	4733 Norton Ave
Unit or Number	0
City, State	Kansas City, Missouri
Zip Code	64130
What region(s) are you applying to work within?	Kansas City
Which position(s) are you applying for?	Cook
Are you applying for:	Full-Time Part-Time
When can you start?	08-16-2019
Can you work overtime?	Yes
How did you hear about us?	Social Media
What days/times can you work? Select all that apply:	Monday AM Monday PM Tuesday AM Tuesday PM Wednesday AM Wednesday PM Thursday AM Thursday PM Friday AM Friday PM Saturday AM

Saturday PM
Sunday AM
Sunday PM

Have you ever applied
to or worked for
Acrobat before? Yes

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 Job corps of Kansas City

City & State Kansas City Missouri

Grade/Degree High School diploma / Pharmacy Technician

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 which
under "Special") Yes

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

Are you currently
employed? Yes

Can we contact your
current employer? Yes

Name and Address of Employer	KC Daiquiri Shop 1116 Grand Blvd Kansas City Missouri
Type of Business	Bar & Grill
Phone Number	816
Your Position & Duties	Cook - Cook clean prep inventory and truck order
Date of Employment (from/to):	April 16, 2019
Reason for Leaving	N/ A
Still Employed:	Yes
Name and Address of Employer	The Granfalloon 608 Ward Parkway Kansas City Missouri
Type of Business	Bar and grill
Phone Number	8167537850
Your Position & Duties	Cook - Cook clean prep inventory and truck order saute Cook, grill cook, line cook, Baker,
Date of Employment (from/to):	05/15 to 4/19
First Name	Sharles
Last Name	Trice
E-mail Address	sharla0812@gmail.com
Phone	8167774424
Relationship:	Co worker
Years Acquainted:	7

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

(Checked box indicates acknowledgement)

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 background, which

(Checked box indicates acknowledgement)

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 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 (Checked box indicates acknowledgement)

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): Jerel Cooper

Date: 08-13-2019

Please Attach Resume
Below [Resume 1.pdf](#)

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



JEREL COOPER

A.Chokc87@gmail.com | H: 816-582-9639 | 4733 Norton Ave Kansas City, Missouri 64130

Summary

Hardworking Cook with 14 years in fast food preparation. Accurately cooked wide variety of menu items according to customer requests. Committed to solving problems effectively, managing inventory and task by working hand-in-hand with managers.

Experienced [Job title] with 14 years in cooking and preparing customers' orders with upbeat attitude. Expert at grilling, frying and assembling over 30 menu items and seasonal items from memory, using exact amounts to conserve ingredients. Work well under pressure and always willing to help teammates and customers.

Qualified Cook with 14 years of experience in restaurant environments. Team-player highly skilled at communicating clearly with cashiers and kitchen staff. Current Food Handler permit.

Skills

- Cutting and slicing techniques
- Food storage
- Sauce preparation
- Foodservice sanitation
- Ingredient inspection
- Food presentation
- Equipment cleaning and maintenance
- Team-oriented
- Multitasking
- Food preparation
- Cleaning and organization
- Highly motivated
- Team collaboration
- Safety procedures
- Safe equipment operation
- Materials movement
- Maintenance procedures
- Effective communication skills
- Following directions
- Heavy equipment operator
- Proficiency with mechanical and electric tools
- Flexible work schedule
- Friendly and hardworking
- Solid communication skills
- Good verbal/written communication skills
- Consistent work history
- Strong work ethic
- Basic math skills
- Team player

Experience

KC Daiquiri Shop | Kansas City, MO

Head Cook

03/2015 - Current

- Developed innovative [Type] menu with over [Number] offerings
- Maintained and cleaned all kitchen appliances, including grill, stove and oven
- Sanitized all counters and utensils used for the preparation of raw meat, poultry, fish and eggs
- Made sure the kitchen, cooking utensils and storeroom were kept clean at all times
- Worked with vendors to locate optimal recipe ingredients at

cost-effective rates

- Streamlined [Type] and [Type] processes for kitchen staff, effectively shortening patron wait times and enabling establishment to serve [Number] additional guests per [Timeframe]
- Taught kitchen staff about proper nutrition, food allergies and dietary issues
- Avoided cross-contamination from utensils, surfaces and pans when preparing meals for individuals with food allergies and gluten intolerance
- Adjusted seasonal plans to source local ingredients and aligned special dishes with area events
- Checked freezer and refrigerator each day to verify proper functioning
- Followed the "first in, first out" rule with every food and beverage item and ensured those that were outdated were tossed
- Trained numerous kitchen personnel from ground up to take on challenging stations such as [Type] and [Type]
- Created exciting dishes to draw in clientele and increase revenues
- Assessed inventory levels every [Timeframe] and placed orders to replenish goods before supplies depleted

Marcon Marketing Concepts | Kansas City, MO

Heavy Equipment Operator

03/2012 - 12/2012

- Completed jobs operating [Tool], [Type] and [Type] equipment on regular basis with advanced skill
- Maintained proficiency in different types of equipment and related attachments to meet job site requirements
- Kept equipment properly fueled and ready for immediate use to support scheduling demands
- Operated hand trucks and other types of equipment to quickly move product to different areas of warehouse
- Set up equipment in a safe and secure manner to prevent injury or damage
- Observed company safety protocols, including [Type] and [Type], reducing job site accidents [Number]%
- Followed company policies by performing thorough equipment inspections prior to and after each shift
- Used front end loader's levers to move and tilt the bucket and drive it into different materials
- Operated [Type] and [Type] equipment to perform [Task] in support of [Type] activities
- Followed the company's strict safety protocols for machinery operation and encouraged other employees to do the same
- Executed new training initiative to improve skills and develop leaders from within

D'Bronx Pizza | Kansas City, MO

Manager/ Cook

02/2018 - Current

- Led employee performance reviews and discussed improvement strategies with each team member
- Determined efficient work schedules for team on [Timeframe] basis to keep project moving and each shift properly staffed
- Managed day-to-day operations, including supervision and assignment delegation for [Number]-member team
- Trained and mentored new employees to maximize team performance and achieve daily performance objectives
- Increased productivity by [Number]% and reduced material waste [Number]% by consistently seeking efficiencies
- Trained [Number] employees in inventory practices, POS systems and product knowledge, contributing to [Number]% increase in customer satisfaction ratings
- Trained current employees on additional job positions to maintain coverage of roles at all times
- Cleaned work areas regularly to keep team efficient and eliminate any safety concerns

The Granfalloon Restaurant & Bar | Kansas
City, MO
Line Cook
05/2015 - 04/2019

- Followed proper food handling methods and maintained correct temperature of food products resulting in consistently high scores on health inspections
- Kept stations stocked and ready for use to maximize productivity
- Conducted daily inspections and maintained food sanitation and kitchen equipment safety reports
- Marinated food items according to corporate-provided instructions and recipes
- Created nutritious, safe, visually appealing, innovative and properly prepared and flavored food
- Precooked garnishes such as bacon pieces for later use to top off fresh dishes
- Delivered soiled dishes and pots and pans to washing areas and assisted in cleaning and drying all items
- Mentored and trained [Number] [Job title]s through [Action] and [Action], improving overall quality and performance
- Precooked certain items during slow periods to reduce wait times at lunch and dinner rush
- Operated all kitchen equipment safely to avoid injuries
- Grilled and deep fried various foods, including [Type], [Type] and [Type]
- Operated fryers and grills according to instructions to maintain safety and food quality
- Sanitized food preparation areas, grills and equipment to avoid cross-contamination from raw items
- Washed and peeled ingredients to prepare for use in different meals and recipes
- Prepared more than [Number] dishes per day in fast-paced

Walmart | North Kansas City, MO
Stocker
10/2011 - 11/2012

[Type] environment while maintaining high customer satisfaction rate

- Recorded and reported status of various ingredient stock levels to notify manager to reorder products
- Maintained hygienic kitchen by regularly mopping, disinfecting workspace and washing all utensils and glassware
- Supervised staff of [Number], providing direction in preparing specialty items, including [Type] and [Type] food
- Restocked all food items throughout shift to guarantee cooks had all necessary ingredients needed for service
- Developed process that accurately tracked food costs more efficiently, saving \$[Amount] in food waste per [Timeframe]
- Interacted professionally and effectively with wait staff regarding special orders for customers, including those with food allergies and gluten intolerance
- Assisted in preparation of menu items such as steaks, burgers and sandwiches
- Set up and performed initial prep work for food items such as soups, sauces and salads
- Followed proper stock rotation procedures to minimize obsolescence and removed any out of date items from sales floor
- Palletized merchandise for easy movement to sales floor locations
- Removed debris from aisles to avoid blocking customers or adding any safety concerns
- Manually lifted materials weighing up to [Number] pounds on regular basis
- Operated forklifts and other transportation vehicles to move merchandise to and from target destinations
- Stocked and rotated products, supplies and paper goods
- Scanned container labels to verify contents and determine target destination using RF scanners
- Monitored the work space to ensure that it was neat, orderly and safe
- Checked shelves to ensure adequate stock
- Blocked and faced all products on shelves and displays to meet company policies
- Greeted customers and retrieved products requested
- Managed vendor relationships to support supply chain and maintain product quality
- Counted and stocked merchandise as specified by inventory control log
- Received incoming product deliveries and relocated to storage shelves, coolers or bins

The Golden Ox | Kansas City, MO
Line Cook / Broiler Cook
08/2008 - 12/2014

- Maintained accurate and current order and shipment forms, inventory documentation and customer records
- Maximized efficiency of kitchen operation by overseeing daily product inventory, purchasing and receiving
- Conducted daily inspections and maintained food sanitation and kitchen equipment safety reports
- Delivered soiled dishes and pots and pans to washing areas and assisted in cleaning and drying all items
- Precooked garnishes such as bacon pieces for later use to top off fresh dishes
- Maintained consistent quality and high accuracy when preparing identical dishes every day
- Followed proper food handling methods and maintained correct temperature of food products resulting in consistently high scores on health inspections
- Marinated food items according to corporate-provided instructions and recipes
- Maintained hygienic kitchen by regularly mopping, disinfecting workspace and washing all utensils and glassware
- Prepared more than [Number] dishes per day in fast-paced [Type] environment while maintaining high customer satisfaction rate
- Washed and peeled ingredients to prepare for use in different meals and recipes

Education and Training

Job Corps | Kansas City, MO
High School Diploma in Pharmacy Technician

Multiple Choice Test (1 point each)

- B 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
- C 2) **The recommended temperature for your refrigerator is...**
a) 45°F
b) 50°F
c) 40°F
d) 20°F
- D 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
- D 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
- C 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
- C 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
- D 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
- B 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
- A 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

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
- B 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
- C 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
- B 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

A

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

C

20) What temperature should chicken be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

B

21) What temperature should ALL ground meat be cooked to?

- a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

A

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)

A roux is a flour + butter mix used for mostly gravys and soups

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

To whip heavy cream and drain with cheese cloths

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

- B
E
T
CH
- 1. Hollandaise -
 - 2. Brown Sauce - Beef stock
 - 3. Cabernet Sauce - wine sauce
 - 4. Tomato Sauce -
 - 5.

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

Means to oil the grill and to keep food from sticking

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

Egg yolk and butter