

Interview Note Sheet

Applicant Information	
Name: Jameel Payne	Date: 8-19-19
Position (s) Applied for: House Keeping	
Interviewer: Jamie Baldacci	Rate of Pay: 10.00
Referred by:	

Test Scores			
Server	/35	%	Bartender
Prep Cook	/15	%	Barista
Grill Cook	/40	%	Cashier
Dishwasher	/10	%	Housekeeping
		%	
		%	
		%	

Seeking:
Full-Time
Part-Time

Total of _____ in Food Service/Hospitality

we are house
April 17 - Jan 18

we are meat - photographer
Jan 16 - Dec 14
assistent

white oaks nursing home

CNA - Clean up
Janitor

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

Open

AM only

PM only

Weekdays only

Weekends only

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:

Academy?

Would you recommend this applicant for Acrobat

Convention Candidate?

Other Languages Spoken:

Name: Daniel Payne

Housekeeping Test

Score 2/14

1. During which of the following situation(s) should you wear gloves?
 - a) When handling disinfectant solutions
 - b) When cleaning guest rooms
 - c) When handling soiled linen
 - d) When handling or disposing of waste
 - e) All of the above
2. Which of the following should be cleaned daily?
 - a) Chairs, lamps, and tables
 - b) Tabletops, bed, and handrails
 - c) Grab bars, light, tops of doors and counters
 - d) Floors, sinks, toilets, and latrines
 - e) All of the above
3. True or False: You do not need to use a separate cloth for cleaning bathrooms.

True or False: Dusting is most commonly used for cleaning walls, ceiling, doors, windows and furniture.
5. Should the following be cleaned daily or weekly? Circle one.

a) Floors	Daily/Weekly
b) Toilets and latrines	Daily/Weekly
c) Carpets in guest rooms	Daily/Weekly
d) Carpets in offices	Daily/Weekly
e) Soiled linen	Daily/Weekly
6. The best way to clean the floors:
 - a) Scrubbing
 - b) Dry sweeping and dusting
 - c) Sweeping, mopping and dusting
 - d) Wet mopping
7. What should 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 up immediately
 - d) Not sure
8. The proper procedure for cleaning spills of blood and other body fluids is:
 - a) Wearing gloves, clean with cloth soaked in chlorine solution and follow up with disinfectant solution
 - b) Find the janitor on-duty and ask him to clean it up
 - c) Grab whatever is closest and wipe up immediately, then mark "Biohazard"
 - d) Nothing
9. What do you do if you encounter with bed bugs in a guest room?

Let a supervisor know
10. What do you do if you find lost and Found items in a guest room?

Return to supervisor
11. Describe the difference between a disinfectant and a cleaning solution?

Disinfectant is a chemical destroys microorganism
Cleaning solution is sapy water used to wash & wipe clean

Acrobat

Your Hospitality Staffing Professionals
665 Third St., Suite 435 • San Francisco, CA 94107

First and Last Name: Janet Payne
Email: beyonce.miles@acrobat.com
Phone number: 816-294-0113

Express temp Service

Working Experience:

Company Name: US Farhane Warehouse
Dates of Employment: April - 17 Jan - 8

Job Responsibility: Quality Inspector

Company Name: Wal-Mart
Dates of Employment: Jun 16 - Dec 16

Express temp

Job Responsibility: photographer assistance

Company Name: White Cat's Nursing home
Dates of Employment: _____

Job Responsibility: CNA

Skills

• CNA
• Office Secretary
• Central
• Customer Service

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 Samuel Rayne
Home Telephone (816) 299-013
Present Address 3740 Chestnut Avenue
Permanent Address, if different from present address: Byonkmiles@yahoo.com
Email Address Byonkmiles@yahoo.com

EMPLOYMENT DESIRED

Position applying for: Open
Are you currently registered with any staffing and/or employment agencies? If so, please list
Salary desired: 12.00

Are you applying for:
Full-time work? Yes
Part-time work? No
Temporary work, e.g., summer or holiday work? Yes From: 3:00 To: 4:11
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 Yes 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	Open	3:4:11	3:4:11	3:00-4:11	3:pm	3:pm	
PM	Open	3:4:11	3:00-4:11	3:00-4:11	3:pm	3:pm	3:pm
Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:							

PERSONAL INFORMATION

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

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.

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

Yes ☒ No ☐

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

Yes ☒ No ☐

EDUCATION & SKILLS	
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NAME OF SCHOOL	Kansas City MO	CITY & STATE			
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 Express temp Agency
Type of Business US Fashion Warehouse
Telephone No. (816) 994-2424
Your Position and Duties Quality Inspector
Supervisor's Name Clint

Dates of Employment: From April 97 To Jan 018

Reason for Leaving: better pay

Name and Address of Employer Express temp Agency
Type of Business Restaurant
Telephone No. (816) 994-2424
Your Position and Duties Photographer Assistant
Supervisor's Name Clint

Dates of Employment: From Jun 016 To Dec 16

Reason for Leaving: they lost they contact

Name and Address of Employer Fazolis
Type of Business Restaurant
Telephone No. (913) 393-1987
Your Position and Duties Cooking, Drive Thru, D.R.A.
Supervisor's Name Dang

Dates of Employment: From Feb 015 To March 016

Reason for Leaving:

Name and Address of Employer

Type of Business Telephone No. () Supervisor's Name

Your Position and Duties _____

Dates of Employment: From _____ To _____
Reason for Leaving: _____
Have you ever been fired from any previous place of employment? If so, please explain: _____

MILITARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military? Yes _____ No 1
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: Kimberly Jean Address: 32 Linwood
Occupation: hair stylist Relationship: friend of family Number of Years Acquainted: 13 yr
Telephone No. (816) _____

Name: Keiyana Greg Address: 43 Alwood
Occupation: Nurse Relationship: ex co worker Number of Years Acquainted: 5 yr
Telephone No. (816) 328-0657

Name: Sarahine Moss Address: 66 Olive
Occupation: Nurse Relationship: co worker Number of Years Acquainted: 8 year
Telephone No. (816) 838-5649

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 Acrobot 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 Acrobot 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.

Acrobot 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 Spud Ro Date 8-19-2017