

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 Augusto Reis Date: 9/11/19

Home Telephone (619) 514-5207 Other Telephone ( )

Present Address 10244 W 80TH ST #206, Overland Park, KS 66204

Permanent Address, if different from present address: \_\_\_\_\_

Email Address augustoferreiroreis01@gmail.com

**EMPLOYMENT DESIRED**

Position applying for: Portender Salary desired: open

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  No

Temporary work, e.g., summer or holiday work? Yes  No  From: 9/11 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?

ANYTIME

*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	<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:

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The Service Companies

**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 \_\_\_\_\_

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?
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Are you computer literate? If so, list software knowledge under "Special."		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Are you proficient with Point of Sales Systems? If so please list which ones under "Special."		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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 <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Special:			

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**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 \_\_\_\_\_

Type of Business \_\_\_\_\_ Telephone No. (        ) \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
Your Position and Duties \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

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: \_\_\_\_\_

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: \_\_\_\_\_

Name and Address of Employer \_\_\_\_\_

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

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The Service Companies

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 \_\_\_\_\_  
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: \_\_\_\_\_ Telephone No. (\_\_\_\_\_) \_\_\_\_\_  
Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: \_\_\_\_\_ Number of Years Acquainted: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone No. (\_\_\_\_\_) \_\_\_\_\_  
Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: \_\_\_\_\_ Number of Years Acquainted: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone No. (\_\_\_\_\_) \_\_\_\_\_  
Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Relationship: \_\_\_\_\_ Number of Years Acquainted: \_\_\_\_\_

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

AR

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.

AR

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.

AR

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.

AR

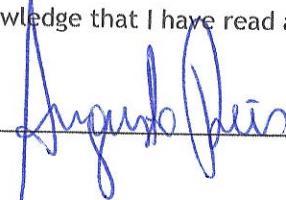
I understand that if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 form in this regard within three days of my hire date.

AR

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

9/11/19

# AUGUSTO REIS

3126 Eaton St, Kansas City, KS 66103 ■ H: (619)514-5207 ■ augustoferrazreis01@gmail.com

## Professional Summary

### Skills

- Customer and Personal Service
- Education and Training
- Service Orientation

### Experience

**Server/Bartender**, 09/2017 to Present

**Kansas City Country Club** – Kansas City, KS

- Inform Members of daily specials.
- Check with Members to ensure that they are enjoying their meals and take action to correct any problems.
- Plan, organize, and control the operations of a cocktail lounge or bar.

**Server/Bartender**, 11/2015 to 08/2017

**Fogo de Chão Brazilian Steakhouse** – Kansas City, MO

- Mix ingredients, such as liquor, soda, water, sugar, and bitters, to prepare cocktails and other drinks.
- Plan, organize, and control the operations of a cocktail lounge or bar.
- Create drink recipes.

**Server/Bartender**, 06/2013 to 11/2015

**Pampas Argentine Grill** – San Diego, CA

- Check with customers to ensure that they are enjoying their meals and take action to correct any problems.
- Collect payments from customers.
- Prepare hot, cold, and mixed drinks for patrons, and chill bottles of wine.
- Inform customers of daily specials.

**Waiter/Bartender**, 02/2011 to 06/2013

**Sheraton Framingham Hotel & Conference Center** – Framingham, MA

- Collect payments from customers.
- Write patrons' food orders on order slips, memorize orders, or enter orders into computers for transmittal to kitchen staff.
- Serve food or beverages to patrons, and prepare or serve specialty dishes at tables as required.
- Create drink recipes.

### Education

Business, Jul 2005

**San Diego State University** - San Diego, CA

- Student Scholar Athlete

**Re: Employment Application Kansas City**

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

Mon 9/9/2019 1:15 PM

To: Kansas City Team &lt;kcteam@acrobatoutsourcing.com&gt;

**Employment Application Kansas City**

First Name	Augusto
Last Name	Reis
E-mail Address	augustoferrazreis01@gmail.com
Phone	6195145207
Address	10244 W 80th
Unit or Number	204
City, State	Overland Park
Zip Code	66204
What region(s) are you applying to work within?	Kansas City
Which position(s) are you applying for?	Server Bartender
Are you applying for:	Full-Time Part-Time
When can you start?	09-10-2019
Can you work overtime?	Yes
How did you hear about us?	Craigslist
What days/times can you work?	Monday AM Monday PM
Select all that apply:	Tuesday AM Tuesday PM Wednesday AM Thursday AM Thursday PM Friday AM Friday PM Saturday AM Saturday PM

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 SDSU

City & State San Diego

Grade/Degree Business

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 No

employed?

Can we contact your  
current employer? No

Name and Address  
of Employer Overland Park Golf division

Type of Business Restaurant

Phone Number 9138901600

Your Position &  
Duties Server

Date of Employment  
(from/to): 5/19

Reason for Leaving Looking for another job.

Still Employed: No

First Name Eugenia

Last Name Barbosa

E-mail Address barbosaeu20@gmail.com

Phone 6193797175

Relationship: Friend

Years Acquainted: 10

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 (Checked box indicates acknowledgement) 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.

(Checked box indicates acknowledgement)

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.

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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.

(Checked box indicates acknowledgement)

Applicant Digital  
Signature (Type  
Name):

Augusto Reis

Date: 09-09-2019

Please Attach  
Resume Below Resume 1.pdf

You can edit this submission and view all your submissions easily.

**Bartenders Test**

**Score / 35**

**Multiple Choice (6 points)**

b 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

**Vocabulary (9 points)**

Match the word to its definition

C "Straight Up"

F Shaker Tin

I "Neat"

a Muddler

b Strainer

g Jigger

g Bar Mat

g "Float"

d "Back"

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

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

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

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

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

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

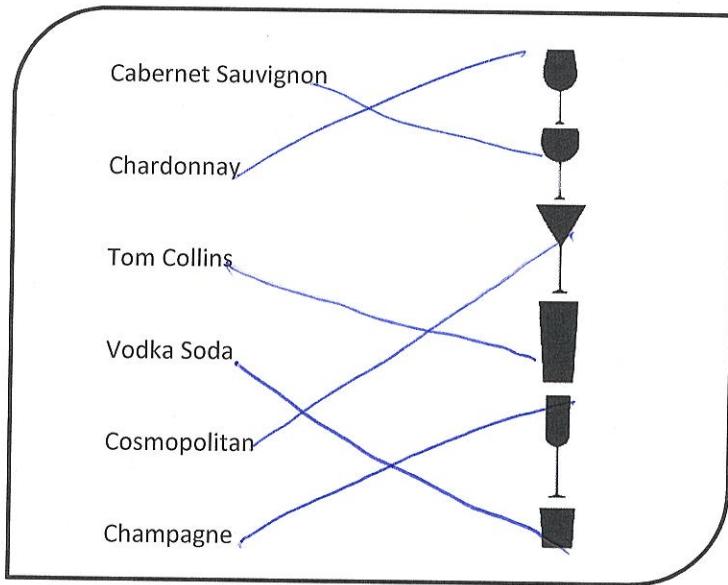
g.) Used on the bar top to gather spills

h.) Requesting a separate glass of another drink

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

**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):

Grey Goose, Ketel One, Bombay Saffire

What are the ingredients in a Manhattan?

Rye Whisky, Orange, Simple Syrup, Cherry, Bitters

What are the ingredients in a Cosmopolitan?

Vodka, Cranberry, Triple Sec, Lime

What are the ingredients in a Long Island Iced Tea?

Vodka, Gin, Tequila, Rum, Coke, Sweet & Sour

What makes a margarita a "Cadillac"?

Cream Liqueur

What is simple syrup?

mixer

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

No

What should you do if you break a glass in the ice?

Take All Ice out and Clean Glass

When is it OK to have an alcoholic beverage while working?

No

What does it mean when a customer orders their cocktail "dirty"?

Mix with lime juice

What are the ingredients in a Margarita?

Tequila, Sweet & Sour, Salt Rim