

# Interview Note Sheet

General

|                         |                                           |
|-------------------------|-------------------------------------------|
| Applicant Information   |                                           |
| Name: Kristan Budder    | Position (s) Applied for: <i>Waitress</i> |
| Date: 10/10             | Referred by:                              |
| Interviewer: Anthony W. | Rate of Pay:                              |

| Test Scores |     |   |              |
|-------------|-----|---|--------------|
| Server      | /35 | % | Bar tender   |
| Prep Cook   | /15 | % | Barista      |
| Grill Cook  | /40 | % | Cashier      |
| Dishwasher  | /10 | % | Housekeeping |

|          |           |           |
|----------|-----------|-----------|
| Seeking: | Full-Time | Part-Time |
|----------|-----------|-----------|

| Relevant Experience & Summary of Strengths                         |                                                               |                                                                                |           |
|--------------------------------------------------------------------|---------------------------------------------------------------|--------------------------------------------------------------------------------|-----------|
| Total of Experience in Food Service/Hospitality                    |                                                               |                                                                                |           |
| Describe a time when you had to multitask, or work under pressure? | How would you handle a disagreement/argument with a coworker? | What do you do to go above and beyond and exceed your customer's expectations? | Notes:    |
| Server, Buss, Greeter, Pizza Knead                                 | Discuss at first, try to resolve                              | Try to give it a Trust. Trust them, give them a chance to be trusted.          | Seasonal. |

|                                                                                                |                                                                               |                            |                         |
|------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|----------------------------|-------------------------|
| P.O.S. Experience: <input checked="" type="checkbox"/> / N details:                            | Transportation                                                                | Regions Available to work: | Other Languages Spoken: |
| Server, Buss, Greeter, Pizza Knead                                                             | Drive/                                                                        | SPUR                       |                         |
| Certifications (if any)                                                                        | FT - Will Submit                                                              | Availability               |                         |
| Uniforms Owned:                                                                                |                                                                               | Recommendations:           | Acrobat Academy         |
| Bistro White<br>Black Bistro<br>Tuxedo<br>1/2 Tuxedo<br>Black Vest<br>Long Black Tie<br>Other: | Chef Coat<br>Chef Pants<br>Knives<br>Black Pants<br>Non-Slip Shoes<br>Bow Tie | Lead Academy               |                         |

## 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: Christin Buder Date: 10/10/19

Home Telephone: (810) 453-5356 Other Telephone: (810) 853-6978

Present Address: 1003 NE Camden Dr. Giddestone mo 62918

Permanent Address, if different from present address: Kruidder 38810@gmail.com

Email Address: Kruidder 38810@gmail.com

EMPLOYMENT DESIRED

Position applying for: cashier/stocking Salary desired: 12.00

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<br>HOURS<br>AVAILABLE<br>DAILY                                                                | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|-------------------------------------------------------------------------------------------------------|--------|--------|---------|-----------|----------|--------|----------|
| AM                                                                                                    | open   | open   | 11      | 11        | 11       | open   | open     |
| PM                                                                                                    | open   | open   | 11      | 11        | 11       | open   | open     |
| 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 ☐ 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                                                                                                                                                                               | North Kansas City H.S. NKC MO                                     |  |
| CITY & STATE                                                                                                                                                                                 | IA                                                                |  |
| GRADE OR DEGREE                                                                                                                                                                              | COMPLETED                                                         |  |
| DID YOU GRADUATE?                                                                                                                                                                            | yes                                                               |  |
| Do you have any special licenses, certificates or special training? If so please list under "Special".                                                                                       | YES                                                               |  |
| Are you computer literate? If so, list software knowledge under "Special."                                                                                                                   | YES                                                               |  |
| Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."                                                                                               | YES                                                               |  |
| 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                                                               |  |
| Special:                                                                                                                                                                                     | 20 years customer service experience, 30 years cash handling exp. |  |

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  
Henry Wurst Express Professionals  
101 W. 1st St. Ste 301  
Camarillo, CA 93601  
Phone No. (818) 994-2484  
Supervisor's Name Jim

Your Position and Duties  
general warehouse

Dates of Employment: From 10/1/18 To 10/3/18 - 5/18

Reason for Leaving: temporary position

Name and Address of Employer  
21227 Ranch  
4801 N. Oak  
Rest.

Your Position and Duties  
Buster Bussed tables general cleaning  
cutters, provided excellent customer service.

Dates of Employment: From 9/17 To 1/18

Reason for Leaving: Hours

Name and Address of Employer  
Harley Davidson / Kelly Services  
4770 N. Bellevue  
Elk 453-3100  
Supervisor's Name James

Your Position and Duties  
parts being produced for temporary use

Dates of Employment: From 3/17 To 9/17

Reason for Leaving: Temporary employment

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 ☒

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: <u>David Partridge</u> | Address: <u>600 Espinade</u>       | Occupation: <u>Customer Service/warehouse</u> | Relationship: <u>Friend</u> | Number of Years Acquainted: <u>5 1/2</u> |
| Name: <u>Piquet Reynolds</u> | Address: <u>5007 Cottage Rd mo</u> | Occupation: <u>Painter</u>                    | Relationship: <u>Friend</u> | Number of Years Acquainted: <u>15</u>    |
| Name: <u>Lee Ann Allen</u>   | Address: _____                     | Occupation: _____                             | Relationship: _____         | Number of Years Acquainted: _____        |
| Name: _____                  | Address: _____                     | Occupation: _____                             | Relationship: _____         | Number of Years Acquainted: _____        |

**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 Shawtin Budden Date 10/10/19

- 1) A roll of quarters is worth? **B**  
 a) \$5.00  
 b) \$10.00  
 c) \$15.00  
 d) \$20.00
- 2) A roll of dimes is worth? **H**  
 a) \$5.00  
 b) \$4.00  
 c) \$3.00  
 d) \$2.00
- 3) A roll of nickels is worth? **d**  
 a) \$8.00  
 b) \$6.00  
 c) \$4.00  
 d) \$2.00
- 4) A roll of pennies is worth? **C**  
 a) \$1.00  
 b) \$0.75  
 c) \$0.50  
 d) \$0.25
- 5) What does POS stand for? **C**  
 a) Patience over standards  
 b) Percentage of sales  
 c) Point of sales  
 d) People over service
- 6) What is the current sales tax rate in your city? **10%**  
 a) 2%  
 b) 4%  
 c) 6%  
 d) 8%
- 7) A customer buys a bowl of soup for \$1.25, an apple \$0.90 and a soda is \$0.79. If you are given \$10.00 how much change should you give back? **C**  
 a) \$4.06  
 b) \$2.06  
 c) \$7.06  
 d) \$5.06
- 8) A customer buys two shirts for 10.50 each and two ball caps for \$7.25 each. If you are given \$50.00 how much change should you give back? **B**  
 a) \$19.50  
 b) \$14.50  
 c) \$9.50  
 d) \$4.50
- 9) A customer buys soda for \$3.75 and a hot dog for \$4.25. If you are given \$20.00 how much change should you give back? **d**  
 a) \$6.00  
 b) \$8.00  
 c) \$10.00  
 d) \$12.00
- 10) A customer buys two hamburgers at \$3.75 each, two bags of chips at \$1.25 each, two cookies at \$2.50 each and two sodas at \$3.25 each. If you are given \$100.00 how much change should you give back? **H**  
 a) \$78.50  
 b) \$58.50  
 c) \$38.50  
 d) \$28.50

11) Counterfeit pens should be used on which three denominations?

- a) \$20, \$50, \$100
- b) \$10, \$20, \$50
- c) \$5, \$50, \$100
- d) \$10, \$20, \$50

12) How many times should you count change when giving it to the customer?

- a) one
- b) two
- c) three
- d) no need to count

Question & Answer:

13) What is the minimum age for legal alcohol purchases?

21

14) What are the acceptable forms of ID for alcohol purchases?

Drivers licence or State ID

15) How many \$20 bills are in a bank band?

1,000



## Kristin Rudder

Kansas City, MO

[kristinrudder9\\_tv8@indeedemail.com](mailto:kristinrudder9_tv8@indeedemail.com)  
+18168536978

Looking for employment with a company that promotes within

### Work Experience

#### Warehouse Associate

Henry Wurst Inc - Kansas City, MO  
March 2018 to June 2018

Did various cleaning duties, organized any products that needed to be organized, assisted any area that needed my assistance.

#### Customer Service

Pizza Ranch - Kansas City, MO  
September 2017 to January 2018

Bussed tables as well as served customers, washed dishes and cleaned after store closed. Provided excellent customer service

#### Part scanner

Harley-Davidson - Kansas City, MO  
July 2017 to September 2017

Scanned parts ready to be put into the assembly line

### Education

#### High school or equivalent in General

North Kansas City Highschool - North Kansas City, MO  
September 1995 to May 1999

#### High school or equivalent

### Skills

Cash Handling (10+ years), Cashier (10+ years), Filing (5 years), Inventory (5 years), Microsoft Excel, fast learner (10+ years), retail sales (10+ years), Typing (10+ years), Organizational Skills (8 years), Customer Service (10+ years), Customer Support (10+ years), Customer Care (10+ years), Call Center (3 years), Warehouse Associate, Picker Packer, Shipping Receiving, Order Puller, Unloading, Shipping, Loading

### Additional Information

I am very reliable and am available to start immediately if given a position. I would make a great addition to anyone's team as I am a big team player.