

Interview Note Sheet

General

Name: <u>Arnold Willis</u>		Position (s) Applied for: <u>Cashier, Server</u>	
Date: <u>10-10-19</u>		Referred by:	
Interviewer: <u>Jamie Barbus</u>		Rate of Pay:	
Applicant Information			

Test Scores			
Server	%	/35	
Bartender	%	/30	
Barista	%	/10	
Cashier	%	/10	
Housekeeping	%	/16	

Seeking:	
Full-Time	
Part-Time	

Relevant Experience & Summary of Strengths

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:
Senior at last job, if people called in they had to pick up the slack often	Continue to do my job - free the supervisor	make sure that they have everything they need	worked at UPS LaborSmart cashier @ stadium Server at Grand & Lilcesters

P.O.S. Experience: Y / N details: Some car hop

Uniforms Owned:	☐ Bistro White ☐ Black Bistro ☐ Tuxedo ☐ 1/2 Tuxedo ☐ Black Vest ☐ Long Black Tie ☐ Other:
Corporation:	
Recommendations (if any):	
☐ Chef Coat ☐ Chef Pants ☐ Knives ☐ Black Pants ☐ Non-Slip Shoes ☐ Bow Tie	

Regions Available to work:	
Availability:	
Recommendations:	☐ Acrobat Academy ☐ Lead Academy
Other Languages Spoken:	

FH card send to us

car

wellends also

try to stay in missouri

Cashier Test
Score | 24/15

1) A roll of quarters is worth?

- a) \$5.00
- b) \$10.00
- c) \$15.00
- d) \$20.00

2) A roll of dimes is worth?

- a) \$5.00
- b) \$4.00
- c) \$3.00
- d) \$2.00

3) A roll of nickels is worth?

- a) \$8.00
- b) \$6.00
- c) \$4.00
- d) \$2.00

4) A roll of pennies is worth?

- a) \$1.00
- b) \$0.75
- c) \$0.50
- d) \$0.25

5) What does POS stand for?

- 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?

7.5%

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?

- 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?

- 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?

- 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?

- 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?

Driver or non-drivers License

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

\$4100

100

First and Last Name: Ahmad Willis
Email: ahmad.willis@yahoo.com
Phone number: 816-679-0107

Working Experience: #BM

Company Name: _____
Dates of Employment: August 2019 - Present
Job Responsibility: _____

• moving & sweeping
• take out trash
• Clean Restrooms
• Vacuum
Company Name: Tram & Down
Dates of Employment: _____
Job Responsibility: _____

• Serving
• Washing dishes
Company Name: UPS
Dates of Employment: _____
Job Responsibility: _____

• Loading & unloading trucks
• sweeping & cleaning up
Company Name: _____
Dates of Employment: _____
Job Responsibility: _____

Skills
• Fork lift
• Math
• Cooking
• Janitorial

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 Ahmad Jali Willis Date: 10-10-17
Home Telephone (813) 679-0107 Other Telephone () LCMD, 64130
Present Address 2205 E 57th St
Permanent Address, if different from present address: ahmad-willis@yahoo.com
Email Address

EMPLOYMENT DESIRED

Position applying for: Cashier Salary desired: \$11.00/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 ☒ Other Source ☐ Other Web Posting ☐ Other Source
Could you work overtime, if necessary? Yes ☒ No ☐ If hired, on what date could you start working? 10-11-17

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						
PM	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 NO. 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	DID YOU GRADUATE?
Lincoln Prep	Kansas City, MO	GED	NO
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: Forklift, OSHA, Food Handlers, Liquor			

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 ABM
Type of Business Janitorial Telephone No. () 2841 main st.
Your Position and Duties Janitor: sweeping, taking out trash, vacuum, mopping
Dates of Employment: From 08/2019 to Present
Reason for Leaving: _____

Name and Address of Employer Labor Smart
Type of Business Temp. Telephone No. () _____ Supervisor's Name _____
Your Position and Duties Cashier: taking orders and counting money
Dates of Employment: From _____ To _____
Reason for Leaving: _____

Name and Address of Employer UPS
Type of Business Postal Service Telephone No. () _____ Supervisor's Name Sylof
Your Position and Duties Loading & unloading Packages
Dates of Employment: From _____ To _____
Reason for Leaving: _____

Name and Address of Employer _____
Type of Business _____ Telephone No. () _____ Supervisor's Name _____
Reason for Leaving: _____

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: Greta Moore Telephone No. (913) 226-9273

Address: _____
Occupation: _____ Relationship: manager Number of Years Acquainted: 2

Name: Derek Burns Telephone No. (816) 289-2220

Address: _____
Occupation: former co-worker Relationship: _____ Number of Years Acquainted: 10

Name: _____ Telephone No. () _____

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.

AW

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.

AW

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.

AW

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.

AW

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.

AW

I hereby acknowledge that I have read and understand the above statements.

Applicant's Signature Alfred W. W. W. Date 10-10-17