

Interview Note Sheet

Bartender

Applicant Information	
Name: <u>Angela Wallace</u>	Position (s) Applied for: <u>Bartender/Server</u>
Date: <u>11/15/19</u>	Referred by:
Interviewer: <u>Anthony W.</u>	Rate of Pay:

Test Scores				
Server	/35	%	Bartender	/30
Prep Cook	/15	%	Barista	/10
Grill Cook	/40	%	Cashier	/10
Dishwasher	/10	%	Housekeeping	/16

Seeking:	Full-Time	Part-Time
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Relevant Experience & Summary of Strengths			
Total of _____ Experience in Food Service/Hospitality			
A wine glass falls on the floor and smashes. What do you do next?	How do you keep yourself busy during a slow shift?	Describe a time you needed to cut off serving a customer, how did you handle that?	Notes:
Clear H up	prop up a. drinks fruit clean glasses.	Tell a customer and make it about safety.	
P.O.S. Experience ☒ Y / ☐ N details:			

Transportation	Certifications (if any)	Uniforms Owned:
Drive/	Laguna / FH - with	
Bistro White Black Bistro Tuxedo 1/2 Tuxedo Black Vest Long Black Tie Other:		
Chef Coat Chef Pants Knives Black Pants Non-Slip Shoes Bow Tie		
Recommendations:		Other Languages Spoken:
Acrobat Academy		
Lead Academy		
Regions Available to work:		
Availability		

Acrobat

outsourcing

Your Hospitality Staffing Professionals
665 Third St., Suite 425 • San Francisco, CA 94107

First and Last Name: ANGELA WALLACE
Email: wallaceak537@gmail.com
Phone number: 814-703-8939

Working Experience:

Company Name: _____
Dates of Employment: _____
Job Responsibility: _____

Company Name: _____
Dates of Employment: _____
Job Responsibility: _____

Company Name: _____
Dates of Employment: _____
Job Responsibility: _____

Skills

800.236.2276 • info@acrobatsourcing.com



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 ANGELA WACCAE Date: 11-5-19
 Home Telephone (816) 703-8939 Other Telephone ()
 Present Address 10419 Skies Ave K.C.Mo 64134
 Permanent Address, if different from present address:
 Email Address WACCAE.A@537@gmail.com

EMPLOYMENT DESIRED

Position applying for: PART-TIME
 Are you currently registered with any staffing and/or employment agencies? If so, please list NO
 Salary desired:

Are you applying for:
 Full-time work? Yes X No Part-time work? Yes X No
 Temporary work, e.g., summer or holiday work? Yes No
 How did you find out about our open position? (Please check fill in proper name of source):
 Referral X Name of Referral MELISSA MORACES Newspaper Job Fair Agency
 Company Website Other Web Posting Other Source
 Could you work overtime, if necessary? Yes No X 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 DAILY AVAILABLE	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
AM	open	open	open	open	open	open	open
PM							
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 MELISSA & JOSEPH MORALES

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	DID YOU GRADUATE?
Emporia State Univ	Emporia, KS	COMPLETED SOPHOMORE	NO
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 Family Dollar - 87th & Blue Ridge Blvd

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

Your Position and Duties GENERAL MGR. INVENTORY CUSTOMER SERVICE, MONEY-HANDLING

Dates of Employment: From 8-2016 To 6-2019

Reason for Leaving: RESIGNED

Name and Address of Employer Save-A-Lot

RETAIL

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

Your Position and Duties ASSISTANT MGR. INVENTORY, MERCHANDISING STOCKING, CASH HANDLING, HIRING, TRAINING

Dates of Employment: From 7-2014 To 7-2016

Reason for Leaving: DIFFERENT POSITION

Name and Address of Employer R615 College Blvd. D.P.K.S

INVENTORY SUPERVISOR

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

Your Position and Duties INVENTORY FIELD SUPERVISOR

Dates of Employment: From 8-2006 To 7-2016

Reason for Leaving: NEW JOB

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: Liatyn Krantz
Address: _____
Occupation: _____
Relationship: _____
Number of Years Acquainted: _____
Telephone No. () _____

Name: _____
Address: _____
Occupation: _____
Relationship: _____
Number of Years Acquainted: _____
Telephone No. () _____

Name: _____
Address: _____
Occupation: _____
Relationship: _____
Number of Years Acquainted: _____
Telephone No. () _____

Please Read Carefully, Initial Each Paragraph and Sign Below

AKW 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.

AKW 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.

AKW 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.

AKW 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.

AKW 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 John J. Allen Date 11-5-2019

Multiple Choice (6 points)

1) Carbonation _____ the rate of intoxication.

a) Slows down

b) Speeds up

c) Does nothing to

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

3) You can accept an expired ID as long as all other information is correct.

a) True

b) False

4) If someone has had too much to drink, serving them coffee will help sober them up.

a) True

b) False

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

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

I "Straight Up"

f Shaker Tin

g "Neat"

B Muddler

H Strainer

F Jigger

G Bar Mat

B "Float"

H "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 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

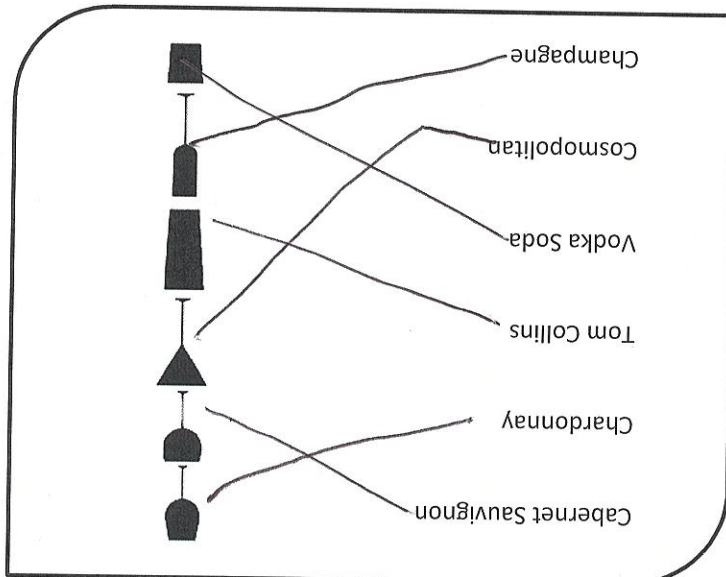
i.) Means to serve spirit room temperature in a rocks glass with no ice

Bartenders Test

Score / 35

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):

BOMBAY, BALLEYS, STOUT

What are the ingredients in a Manhattan?

RED VERNON, BITTERS, CAN. WHISKY

What are the ingredients in a Cosmopolitan?

LIME JUICE, CANTABER, VODKA, COINTREAU

What are the ingredients in a Long Island Iced Tea?

VODKA, TEQUILA, GIN, RUM, TRIPLE SEC

What makes a margarita a "Cadillac"?

SILVER TEA, ORANGE LIQUEUR, LIME

What is simple syrup?

AGAVE

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?

EMPTY & CLEAN & REFILL

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

NEVER

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

SLIGHTLY CHANGING COLOR & TASTE

What are the ingredients in a Margarita?

TEQUILA, SWEET & SOUR