

Interview Note Sheet
Cook

Applicant Information					
Name: <u>Sandra Jefferson</u>			Interviewer: <u>Amanda Devine</u>		
Date: <u>11/9/11</u>			Rate of Pay: <u>\$15 an hour</u>		
Position (s) Applied for: <u>Prep Cook.</u>			Referred by: <u>Calvin Gomez.</u>		

Test Scores					
Server	/35	%	Bartender	/30	%
Prep Cook	<u>16/20</u>	<u>80%</u>	Barista	/10	%
Grill Cook	/40	%	Cashier	/10	%
Dishwasher	/10	%	Housekeeping	/16	%

Seeking:
<u>Full-Time</u>
Part-Time

Relevant Experience & Summary of Strengths			
Total of _____ Experience in Food Service/Hospitality			
Tell us about your formal training as a cook?	Tell me about your knife handling skills?	Tell me about a time you made a mistake while preparing ingredients. How did you correct it and what did you learn?	Notes:
<u>"Went to School for 6 Months, Intern at blueCross, blue Sheild"</u>	<u>"ID say 10/10"</u>	<u>"I would start from scratch"</u>	<u>Compass 2017- present.</u> <u>Self employed Cook/caterer 2002-2005.</u>

P.O.S. Experience: <u>Y</u> / <u>N</u> details: _____															
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Multiple Choice (1 point each)

- bd 1) A gallon is equal to _____ ounces
- a. 56
 - b. 145
 - c. 32
 - d. 128
- c 2) Mesclun are what type of vegetable?
- a. Roots
 - b. Beans
 - c. Salad Greens
 - d. Spices
- a 3) What does the term braise mean?
- a. Sear quickly on both sides
 - b. Slowly cook in covered pan with little liquid
 - c. Cook on high heat and quickly
 - d. Slowly cook in simmering water
- b 4) At what internal temperature must chicken be cooked so that it is safe to eat?
- a. 155 degrees F
 - b. 165 degrees F
 - c. 175 degrees F
 - d. 185 degrees F
- aq 5) How do you blanch vegetables?
- a. Immerse for a short time in boiling water
 - b. Cook lightly in butter over med heat
 - c. Soak in cold water overnight
 - d. Rub with salt before cooking
- c 6) Which of the following ingredients would you pack before measuring?
- a. Olive Oil
 - b. Salt
 - c. Brown Sugar
 - d. White Sugar
- ad 7) What is Al Dente?
- a. Firm but not hard
 - b. Soft to the touch
 - c. Very hard
 - d. Very soft
- a 8) Food should be left out no more than
- a. 2 hours
 - b. 3 hours
 - c. 4 hours
 - d. 5 hours

80%

Prep Cooks Test

d ~~x~~

Which is the improper way to thaw frozen food?

- a. In the fridge
- b. In a sink with cold water
- c. On the counter
- d. In the microwave

a

10) Which of the following can you use to put out a grease fire?

- a. Baking Soda
- b. Baking Powder
- c. Flour
- d. Water

b

11) What is the temperature range of the danger zone?

- a. 25-135
- b. 40-140
- c. 50-160
- d. 30-130

d

12) Which of the following is listed from smallest to largest?

- a. Dice, chop, mince
- b. Mince, chop, dice
- c. Chop, dice, mince
- d. Mince, dice, chop

c

13) Which direction should pan handles be turned while cooking on the stove?

- a. Over the fire at all times
- b. Turned towards you for better control
- c. Turned towards the right or left at all times
- d. Over the countertop at all times

c

14) When you poach something, you cook it with what?

- a. Noodles
- b. Vegetables
- c. Liquid
- d. Oil

b

15) Which spoon is used to remove fat from soups and stews

- a. Basting Spoon
- b. Ladle
- c. Slotted Spoon
- d. Portion Spoon

b

16) Which of the following means to cook in a small amount of fat?

- a. Season
- b. Sauté
- c. Broil
- d. Boil
- e. Fry

Prep Cooks Test

a

17) What is a Julien cut?

- a. Food cut into long thin strips, matchstick
- b. Food cut into long thin strips then turned and cut into a 1/8' dice
- c. Food diced into finely chopped and uniform pieces
- d. Cutting and peeling into oblong seven sided football like shapes

a

18) To cook a food in a pan without browning over low heat until the item softens and releases moisture.

- a. Sweat
- b. Boil
- c. Roast
- d. Grill

Fill-in the Blank (1 point each)

19) salt & pepper are the basic seasoning ingredients for all savory recipes.

20) Dice : to cut into very small pieces when uniformity of size and shape is not important.

Chop.

Sandra Jefferson

Culinary School Graduate

Paterson, NJ 07501

sandrajefferson89_kde@indeedemail.com

973-460-6230

Interview

11/9/19 @ 10:00 am.

I graduated from The Culinary School at Eva's Village in July of 2017 and have been following my passion for cooking ever since. I am highly motivated, hard working and a quick learner, capable of working on my own or as a member of a team. I am hoping to find a position that will allow for both personal and professional growth.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Cook

Compass Group - Ridgefield Park, NJ

June 2017 to Present

Prepare and serve various breakfast and lunch items in a corporate cafeteria setting; hired full-time after completing internship at Newark location

Associate

New Hope Baptist Church - East Orange, NJ

September 2013 to July 2015

- Complete the intake process for new clients coming to the food pantry
- Assist in shopping and preparing bags for the food pantry
- Restock materials when necessary

Sales Representative

Marshalls - East Hanover, NJ

August 2005 to October 2012

- Monitor the dressing room
- Organize the merchandise and set up displays
- Assist customers with any questions
- Clean daily and put away merchandise that was not purchased

Cook/Caterer

Self-Employed

June 2002 to June 2005

- Create a menu for an event, ranging from 75 to 250 people
- Shop and prepare all food
- Deliver and serve food at the event
- Clean all equipment used

Bus Aide

Valley Transportation - West Orange, NJ

November 2000 to June 2005

Supervise and assist a group of mentally disabled children on the bus ride to school

Education

Certificate of Completion in Culinary Foundations

The Culinary School at Eva's Village - Paterson, NJ

January 2017 to July 2017

High school

Vailsburg Highschool - Newark, NJ

Skills

- Culinary Competencies - Knife Skills (dicing, batonnet, julienne, mincing, brunoise) - Soups, stocks and sauces - Meat, poultry and seafood fabrication - Various cooking methods (grilling, broiling, braising, frying, sautéing, etc.) - Garde Manger (salads, canapes, appetizers, dressings, etc.) - Basic baking and pastry - Safety and Sanitation (ServSafe Food Protection Manager Certification)

Certifications and Licenses

ServSafe Food Handler

April 2017 to April 2020

National Restaurant Association- Safety and Sanitation

ServSafe Food Protection Manager

May 2017 to May 2022

National Restaurant Association- Safety and Sanitation

Re: Employment Application New Jersey

JotForm <noreply@jotform.com>

Sat 11/9/2019 11:00 AM

To: HS New Jersey <hsnj@theservicecompanies.com>

Employment Application New Jersey

First Name:	Sandra
Last Name:	Jefferson
E-mail Address:	sandraj444son903@gmail.com
Phone:	973-460-6230
Address:	96 Harrison St
Unit or Number:	212
City, State:	Paterson NJ
Zip Code:	07501
What region(s) are you applying to work within?	New Jersey
Which position(s) are you applying for?	Cook
Are you applying for:	Full Time
When can you start?	12-01-2019
Can you work overtime?	Yes
How did you hear about us?	Referral
If you were referred, please tell us by whom:	Calvin Gomez
What days/times can you work? Select all that apply:	Monday AM Tuesday AM Wednesday AM Thursday AM Friday AM
Have you ever applied to or worked for The Service Companies (TSC) before?	No
Do you have any friends or relatives working for Aerobar? If so, please let us know who:	Calvin Gomez
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:	Vailsburg 12 grade

City & State	Newark NJ
Grade/Degree	Diploma
Graduated?	Yes
Do you have any special Licenses? (If so, label under "Special")	No
Are you computer literate? (If so, label which programs under "Special")	No
Are you proficient with Point of Sale systems? (If so, label which under "Special")	No
Do you have any experience, training, qualifications or special skills? (If so, label under "Special")	No
Are you currently employed?	Yes
Can we contact your current employer?	Yes
Name and Address of Employer	Sodexo William Paterson University 300 Pompton Road Wayne NJ
Type of Business	University
Phone Number	973 720 3111
Your Position & Duties	wingery station served and cook for student and staff
Date of Employment (from/to):	Sept. 4 2019
Reason for Leaving	still working there
Still Employed?	No
Have you obtained any special skills or abilities as the result of service in the military? If yes, please explain:	No
First Name	Calvin
Last Name	Gomez
E-mail Address	calvingomez@yahooail.com
Phone	852 341 2424
Relationship	husband
Years Acquainted	4 years
First Name	Daniela
Last Name	Zamora
E-mail Address	Daniela.zamora@reyavillage.org
Phone	973 296 5430
Relationship	Vocational Coordinator
Years Acquainted	5 years
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. Furthermore, 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 Aerobot 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, damages or liabilities arising out of or in any way related to such investigation or disclosure.

(Checked box indicates acknowledgement)

I hereby authorize The Service Companies (TSC) and its authorized representatives to select 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

(Checked box indicates acknowledgement)

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. (Checked box indicates acknowledgement)
and that federal
immigration laws require
me to complete an I-9
form in this regard within
three days of my hire
date.

As a bona fide temporary
at-will employee, 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 (Checked box indicates acknowledgement)
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 (Checked box indicates acknowledgement)
statements.

Applicant Digital
Signature (Type Name): Sandra Jefferson

Date: 11/09/2019

Source: [edit this submission](#) and [view all your submissions](#) on Job



Case Verification Number: 2019313184348BB

Report prepared: 11/09/2019

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Client Company ID: 139349

Client Company Name: Acrobat Outsourcing

Employee Information

Name: Sandra D. Jefferson

Date of Birth: 03/29/1962

U.S. Social Security Number: ***-**-0859

Employee's First Day of Employment: 11/09/2019

Citizenship Status: U.S. Citizen

Document Information

List B Document: Driver's license or ID card issued by a U.S. state or outlying possession

Document Subtype: Driver's License

Document Number: *****3622

Expiration Date: 03/29/2023

State: New Jersey

List C Document: Social Security Card

Case Information

Case Status: Closed

Case Submitted By: Amanda Devine

Current Case Result: Employment Authorized

Reason for Closure: Employment Authorized Auto Close