

Interview Note Sheet

Server

Applicant Information	
Name: Zakary Fortune	Position (s) Applied for: BTR/Server
Date: 12/6/2019	Referred by: (Signature)
Interviewer: Anthony V.	Rate of Pay:

Test Scores	
Server	/35 %
Prep Cook	/15 %
Grill Cook	/40 %
Dishwasher	/10 %
Bartender	/30 %
Barista	/10 %
Cashier	/10 %
Housekeeping	/16 %
Part-Time	
Full-Time	
Seeking	

Relevant Experience & Summary of Strengths	
Total of _____ Experience in Food Service/Hospitality	
How many customers or tables are you used to serving at one time? How would you re-act if an extra table was added to your section?	Wine @ RP 10 Banquet 30 ppl. One garden - 3
How many items can you carry on a tray? Please describe how to pick up a large oval tray.	One garden. 30 # - 50 #
How is a banquet server different from a regular restaurant server?	B. Out 1st time to serve.
Notes:	10 Top Banquets. 5. none engaged.

P.O.S. Experience (Y/N) details:	
Availability	Regions Available to Work
Qualifications (if any)	Recommendations
Food Handler 1/9	Lead Academy
Bust/Pubic	Acrobat Academy
Uniforms Owned:	Other Languages Spoken
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	

Zakary Fortune

Kansas City, MO 64105

zakaryfortune8_yrx@indeedemail.com
3196932121

Authorized to work in the US for any employer

Work Experience

Server

Local Craft Ale House - Cedar Rapids, IA
May 2019 to November 2019

To promptly and efficiently take care of all guests needs. To take, put in, and take out orders correctly and in a timely manner. To assist all team members so the overall experience is excellent for everyone. To have an extensive knowledge of all alcohol and food and able to answer any question about them promptly. Daily and nightly cleaning. To handle cash and credit efficiently and correctly.

Line Cook

The Lost Cuban - Cedar Rapids, IA
September 2017 to February 2018

To make sure all food is prepared correctly and sent out to the guest with excellent plating in a prompt manner. To communicate with the servers to make sure food is up to a high quality for the guest. To clean daily to the highest standard. Make sure all dishes are clean and in the correct spot.

Bartender

Liquid Lounge - Cedar Rapids, IA
April 2017 to December 2017

To serve drinks correctly and promptly. To engage with patrons on a personal level. To handle all cash and credit transactions and close the drawer down at the end of every shift. Clean daily to a high expectation.

Server

Backpocket Pilot Pub - Cedar Rapids, IA
February 2017 to December 2017

To serve guests to the highest standard. To make sure all orders are taken, sent to the kitchen, and delivered correctly and promptly. To engage with guests on a person level in a friendly manner. Handle all cash and credit transactions and make sure each report at the end of any shift are correct. To clean daily to the highest standard. To work as a team with fellow co-workers to make sure the restaurant runs smoothly.

Bartender

Backpocket Pilot Pub - Cedar Rapids, IA
February 2017 to December 2017

To serve drinks correctly and promptly. To engage with patrons on a personal level. To handle all cash and credit transactions and close the drawer down at the end of every shift. Clean daily to a high expectation.

Line Cook

Backpocket Pilot Pub - Cedar Rapids, IA
February 2017 to December 2017

To make sure all food is prepared correctly and sent out to the guest with excellent plating in a prompt manner. To communicate with the servers to make sure food is up to a high quality for the guest. To clean daily to the highest standard. Make sure all dishes are clean and in the correct spot.

Banquet Server

Cedar Rapids Country Club - Cedar Rapids, IA
August 2015 to July 2016

To serve large parties and events promptly and correctly. To make sure all food is fresh and any special requests met. To cocktail drinks promptly and correctly. To set up and take down rooms for different events. Daily cleaning. To handle all cash, credit, and member transactions.

Bartender

Tyler and Downing Eatery - Anamosa, IA
September 2014 to February 2015

To serve drinks correctly and promptly. To engage with patrons on a personal level. To handle all cash and credit transactions and close the drawer down at the end of every shift. Clean daily to a high expectation.

Server

Olive Garden - Cedar Rapids, IA
January 2012 to September 2014

To serve guests to the highest standard. To make sure all orders are taken, sent to the kitchen, and delivered correctly and promptly. To engage with guests on a personal level in a friendly manner. Handle all cash and credit transactions and make sure each report at the end of any shift are correct. To clean daily to the highest standard. To work as a team with fellow co-workers to make sure the restaurant runs smoothly.

Server

Education

High school in General
Anamosa High School - Anamosa, IA
August 2007 to July 2011

High school or equivalent

Skills

- Server

Certifications and Licenses

- Training
- Customer Service
- POS
- Fast learner
- Cooking
- Organizational Skills
- Bartending
- Barback
- Busser
- Waiter
- Restaurant Server

ServSafe

KCMO Health Department Food Handler
November 2019 to November 2022
Kansas City, MO Health Department Food Handler

KCMO Adult Liquor Permit
November 2019 to November 2022
Kansas City, MO Adult Liquor Permit

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 Barney Allen Feltus Date: 12/06/19

Home Telephone (319) 693-2121 Other Telephone ()

Present Address 113 W 5th ST, KANSAS CITY, MO 64105

Permanent Address, if different from present address: 1610 Bella Vista Dr, Avamosa, IA 52205

Email Address zaky.s.feltus@clit.com

EMPLOYMENT DESIRED

Position applying for: Stake
Are you currently registered with any staffing and/or employment agencies? If so, please list
Salary desired: Minimum

Are you applying for:
Full-time work? Yes ☒ No ☐
Part-time work? Yes ☒ 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 ☐ Name of Referral _____
Company Website ☐ Other Web Posting ☒ Other Source ☐

Could you work overtime, if necessary? Yes ☒ No ☐ If hired, on what date could you start working?
12/10/19

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>0800</u>						
PM	<u>0800</u>						
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	ANAMOSA HIGH SCHOOL	
CITY & STATE	ANAMOSA, IA	
GRADE OR DEGREE	GRADUATE	
DID YOU GRADUATE?	YES	
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 THE LOCAL CHART ALE HOUSE 4001 CENTER POINT RD, COON RAPIDS, IA 52402
Type of Business RESTAURANT Telephone No. (319) 320-7644
Your Position and Duties STEVE, PAIRY CLEANING, GUEST SATISFACTION, MONET HANDLING, P.O.S. TRAINING.
Supervisor's Name JASON WILKESON
Dates of Employment: From 05/19 To 11/19
Reason for Leaving: MOVED.

Name and Address of Employer BACK POCKET B&W PUB 204 3RD ST, COON RAPIDS, IA 52401
Type of Business RESTAURANT Telephone No. (641) 781-0828
Your Position and Duties STEVE, PAIRY CLEANING, GUEST SATISFACTION, MONET HANDLING, P.O.S. TRAINING.
Supervisor's Name SHAWN BARKMAN
Dates of Employment: From 02/17 To 12/17
Reason for Leaving: CUSTO.

Name and Address of Employer LIQUID LOUNGE 305 2ND AVE, COON RAPIDS, IA 52401
Type of Business BAR Telephone No. (319) 382-2335
Your Position and Duties BARTENDER, PAIRY CLEANING, B&W AND LIQUOR KNOWLEDGE, PATRON SATISFACTION, MONET HANDLING, P.O.S. TRAINING.
Supervisor's Name KIRBY PATTON
Dates of Employment: From 03/17 To 12/17
Reason for Leaving: UPGRADED A CHANGE.

Name and Address of Employer OLIVE GARDEN 367 COLLINS RD, COON RAPIDS, IA 52402
Type of Business RESTAURANT Telephone No. (319) 378-6401
Supervisor's Name JOSE WELGADO

Your Position and Duties: SECURITY, DRUG CLEANING, GUEST SATISFACTION, MAINTENANCE, P.O.S. TRAINING.

Dates of Employment: From 01/12 To 08/14

Reason for Leaving: MISGO.

Have you ever been fired from any previous place of employment? If so, please explain: YES.

DO NOT AGREE TO NEW MANAGEMENT.

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: SHARAH BRECKMAN
Address: 290 CAMARCHE RD, LAKE OZARK, MO 65049
Telephone No. (641) 781-0829
Occupation: GM
Relationship: MANAGER
Number of Years Acquainted: 3

Name: CARLENE BROWN
Address: 2520 17TH AVE, MARIETTA, GA 30067
Telephone No. (319) 327-3780
Occupation: SECUR
Relationship: CO-WORKER
Number of Years Acquainted: 5

Name: JASON WILKINSON
Address: 4081 COUNTRY POINT RD, CUMMINGS, GA 30042
Telephone No. (319) 961-1715
Occupation: OWNER
Relationship: BOSS
Number of Years Acquainted: 1

Please Read Carefully, Initial Each Paragraph and Sign Below

2F 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.

2F 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.

2F 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.

2F 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.

2F 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 12/26/2019

Name Zachary Fournet

Servers Test

Score / 35

Multiple Choice

- 1) Food is served on what side with what hand?
☒ a) On the left side with the left hand
☐ b) On the left side with the right hand
☐ c) On the right side with the left hand
☐ d) On the right side with the right hand
- 2) Drinks are served on what side with what hand?
☐ a) On the left side with the left hand
☐ b) On the left side with the right hand
☐ c) On the right side with the left hand
☒ d) On the right side with the right hand

- 3) Food and drinks are removed on what side with what hand?
☐ a) On the left side with the left hand
☐ b) On the left side with the right hand
☐ c) On the right side with the left hand
☒ d) On the right side with the right hand

- 4) What part of a glass should you handle at all times?
☒ a) The stem
☐ b) The widest part of the glass
☐ c) The top

- 5) When you are setting a dining room how should you set up your tablecloths?
☒ a) Neatly and evenly across the tables
☐ b) The creases should all be going in the same directions
☐ c) The chairs should be centered and gently touching the table cloth
☐ d) All of the above

- 6) If you bring the wrong entrée to a guest what should you do?
☐ a) Go back into the kitchen and patiently wait in line behind the rest of the servers until it's your turn
☐ b) Inform the guests that you will bring the correct entrée once everyone else in the dining room is served
☐ c) Try to convince the guests to eat what you brought them
☒ d) Go back into the kitchen to the front of the line and inform the expeditor that you need a different entrée

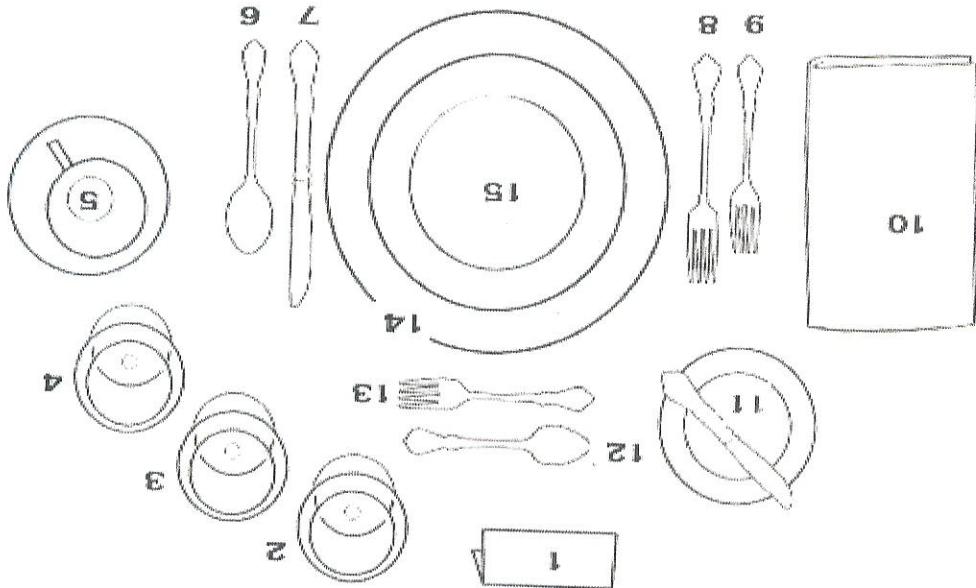
Match the Correct Vocabulary

- | | | | | | |
|---|---|--|--|---|---------------------------------|
| <u>P</u> Scullery | Queen Mary | <u>A</u> Chaffing Dish | <u>G</u> French Passing | <u>f</u> Corkscrew | <u>C</u> Tray Jack |
| A. Metal buffet device used to keep food warm by heating it over warmed water | B. Style of service where food is prepared or served individually at the dinner table to fit the customer's specific taste (i.e. providing dressing and pepper for salad or handing out bread to each patron) | C. Used to hold a large tray on the dining floor | D. Area for dirty dishware and glasses | E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored | F. Used to open bottles of wine |
| G. Style of dining in which the courses come out one at a time | | | | | |

Name Zahedy Fawzi

Servers Test

Score / 35



Match the Number to the Correct Vocabulary

10	Napkin
11	Bread Plate and Knife
1	Name Place Card
12	Teaspoon
13	Dessert Fork
6	Soup Spoon
15	Salad Plate
4	Water Glass

8	Dinner Fork
5	Tea or Coffee Cup and Saucer
7	Dinner Knife
3	Wine Glass (Red)
9	Salad Fork
14	Service Plate
2	Wine Glass (White)

Fill in the Blank

- The utensils are placed 1 inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? LEMON, LEMON, SUGAR
- Synchronized service is when: EVERY COURSE OUT AT ONCE
- What is generally indicated on the name placard other than the name? NUMBERS
- The Protein on a plate is typically served at what hour on the clock? 3 or 4 o'clock
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately? NOTE IT ON THE PLACE CARD