

Interview Note Sheet

Bartender

Name: <u>Adam</u>		Position (s) Applied for: <u>Bart/Sommelier</u>	
Date: <u>1/27/20</u>		Referred by: <u>Adam</u>	
Interviewer: <u>Adam</u>		Rate of Pay: <u>12.75</u>	

Test Scores			
Server	%	Bar/ender	%
Prep Cook	15	Bar/ista	10
Grill Cook	40	Cash/ier	10
Dishwasher	10	Housekeeping	16

Seeking	Full-Time	Part-Time
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Relevant Experience & Summary of Strengths		Total of	
A wine glass falls on the floor and smashes. What do you do next? Drain Contents Clean, Melt Ice Pick up Start over		How do you keep yourself busy during a slow shift? Busy work Keep out Side work	
Describe a time you needed to cut off serving a customer, how did you handle that? Shiny - Ask about Head. Wine & Food		Notes: Hoghead - Bar Sme Buss	

P.O.S. Experience: ☒ Y / ☐ N details:

Transpiration Dine Sentiments (if any) 1/19/20 - 1/27/20		Uniforms Owned: 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	
Regions Available to work: Availability Other Languages Spoken:		Recommendations: Acrobat Academy Lead Academy	

Aaron Holman

Prairie Village, KS

aaronholman95jb@indeedemail.com
573-501-1352

To obtain employment where I can utilize my customer service skills to help me and the company achieve success

Work Experience

Server

Hogshead KC - Kansas City, MO
September 2018 to January 2020

Navigated guests through menu and daily specials, suggested wine pairings, cocktails, and craft beer

Server

Onell's Restaurant & Bar - Leawood, KS
December 2017 to August 2019

Guide guests through menu selections, specials, suggest craft beer and pairing wines.
● Prepare cocktails, and pour craft beer

Personal Trainer/Front Desk

Anytime Fitness - Hannibal, MO
October 2016 to November 2017

Navigate new and potential gym members through the process of joining the gym.
● Guide members to their desired body weight and measurements

Education

Seeking Communications Degree

University of Missouri - St. Louis, MO

Skills

- Ideal co-worker who is a creative thinker who loves thinking in squares, in a world full of circles. I am an outgoing person, with terrific interpersonal skills. I also work well in groups by motivating fellow team members to achieve the task at hand.

Community

Life Church of St. Louis
Human Rights Campaign
United Way St. Louis

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 Araceli Gutierrez

Home Telephone 941.561-1352

Present Address 9417 DELMAR ST APT 210

Permanent Address, if different from present address: Araceli Gutierrez 7770 ILWACO.COM

Email Address Araceli Gutierrez 7770 ILWACO.COM

EMPLOYMENT DESIRED

Position applying for: Branch Manager

Are you currently registered with any staffing and/or employment agencies? If so, please list Staffing

Salary desired: \$15.00/hr

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 Branch Newspaper ☐ Job Fair ☐ Agency ☐ 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 HOURS AVAILABLE DAILY	AM	PM
SUNDAY	met	
MONDAY	met	
TUESDAY	met	
WEDNESDAY	met	
THURSDAY	met	
FRIDAY	met	
SATURDAY	met	

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 _____ CITY & STATE _____
GRADE OR DEGREE COMPLETED _____ DID YOU GRADUATE? _____

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: *Wishm (certified)*

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 _____
Type of Business _____ Telephone No. () _____
Your Position and Duties _____
Supervisor's Name _____
Dates of Employment: From _____ To _____

Reason for Leaving: _____
Name and Address of Employer HC's H&D 4743 Pennsylvania
Type of Business Restaur Telephone No. 816 31-2929
Your Position and Duties wait mds / mtrc group
Supervisor's Name new bar

Dates of Employment: From 9-18 To 5-28

Reason for Leaving: Restaur shut down
Name and Address of Employer Quetta 3 Restaurant & Bar
Type of Business Restaur Telephone No. 913 448-9920
Your Position and Duties wait mds
Supervisor's Name Chissy Monysal

Dates of Employment: From 12/17 To 2/19
Reason for Leaving: threw at his bar more money
Name and Address of Employer Anytime Fitness
Type of Business Gym Telephone No. (573)
Supervisor's Name Mattly d

Spiegel

Your Position and Duties: Stew up NW Members, & train

Dates of Employment: From 10/16 To 11/17
Reason for Leaving: Moved to Kansas City

Have you ever been fired from any previous place of employment? If so, please explain: no

MILITARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military? 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: PJ VANDURKY
Telephone No. (816) 714 8141

Occupation: Old Boss
Relationship: Former Manager
Number of Years Acquainted: 2

Name: BIGT SHOPS
Telephone No. (816) 694 9424

Occupation: Ad
Relationship: Ad
Number of Years Acquainted: 11 years

Name: Kimberly McCullough
Telephone No. (816) 568 7286

Occupation: Bar
Relationship: Friend
Number of Years Acquainted: 15

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.

Date

Applicant's Signature



Bartenders Test

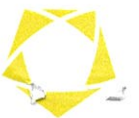
Multiple Choice (6 points)

- 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

- | | |
|---|------------|
| a.) Used to crush fruits and herbs for craft cocktail making | Shaker Tin |
| b.) Used with the Shaker Tin to prevent solid material from entering a cocktail glass when poured | "Neat" |
| c.) To serve chilled liquor in a chilled stemmed cocktail glass with no ice | Muddler |
| d.) To pour 1/2 oz of a liquor on top | Strainer |
| e.) Used to measure the alcohol and mixer for a drink | Jigger |
| f.) Used to mix cocktails along with a pint glass and ice | Bar Mat |
| g.) Used on the bar top to gather spills | "Float" |
| h.) Requesting a separate glass of another drink | "Back" |
| 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

Champagne	
Cosmopolitan	
Vodka Soda	
Tom Collins	
Chardonnay	
Cabernet Sauvignon	

Answer and Question (14 points)

Provide examples of 3 brand name "top shelf" spirits (3 points):

What are the ingredients in a Manhattan?

What are the ingredients in a Cosmopolitan?

What are the ingredients in a Long Island Iced Tea?

What makes a margarita a "Cadillac"?

What is simple syrup?

Is it legal to pour liquor from one bottle into another? What is this called? (2 points)

What should you do if you break a glass in the ice?

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

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

What are the ingredients in a Margarita?