



THE SERVICE  
COMPANIES

## 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 Henry Handy Date: 1/30/2020  
Home Telephone (214) 715-9742 Other Telephone ( )  
Present Address 834 N. Marsalis Ave #412 Dallas, TX 75203  
Permanent Address, if different from present address: \_\_\_\_\_  
Email Address erryhandy@gmail.com

### EMPLOYMENT DESIRED

Position applying for: Open Salary desired: 12.00 - 15.00

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

Express Employment Lemon Ave. / Sterling Agency

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

Company Website  Other Web Posting  Other Source

Could you work overtime, if necessary? Yes  No  If hired, on what date could you start working?

2/10/20

**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
	X	6-3 3-10	6-3 3-10	6-3 3-10	6am-3pm	6am-3pm	
AM		✓	✓	✓	✓	✓	

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? **DART** 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?
Itasca High School	Itasca, TX		
University of Texas	San Antonio	3 yrs	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: Food handlers license, QuickBooks			

### 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 Neiman Marcus Mermaid Bar (Express)

Type of Business Hospital Telephone No. (\_\_\_\_) \_\_\_\_\_ Supervisor's Name Princess Jonas  
Your Position and Duties Bussed tables, pulled orders & ran orders to customers.

Dates of Employment: From 7/19 To 11/19

Reason for Leaving: Wouldn't make me perm.

Name and Address of Employer Trader Joe's Indwood Village

Type of Business Grocery Telephone No. (\_\_\_\_) \_\_\_\_\_ Supervisor's Name Brandt  
Your Position and Duties Unloaded merchandise, stocked shelves, cashier

Dates of Employment: From 8/18 To 12/18

Reason for Leaving: Left on good terms for health concerns.

Name and Address of Employer Walmart Neighborhood Market Cedar Hill

Type of Business Grocery Telephone No. (\_\_\_\_) \_\_\_\_\_ Supervisor's Name Daniel  
Your Position and Duties Unloaded merchandise, stocked shelves.

Dates of Employment: From 04/18 To 7/18

Reason for Leaving: Relocated

Name and Address of Employer Brookshire's Grocery Company

Type of Business Grocery Telephone No. (\_\_\_\_) \_\_\_\_\_ Supervisor's Name Jason Bearden

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The Service Companies

Your Position and Duties Unloaded + stocked daily product, ran reports, assistant to perishables manager.

Dates of Employment: From 10/17 To 3/18

Reason for Leaving: Relocated

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? 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: Jose Meijer Telephone No. (469) 740-4409

Address Dallas, TX Mermaid Bar

Occupation: Bartender Relationship: co-worker Number of Years Acquainted: 1

Name: Princess Jones Telephone No. (469) 348-3084

Address Dallas, TX Mermaid Bar

Occupation: Manager Relationship: co-worker Number of Years Acquainted: 1

Name: Brandt Telephone No. (214) 366-0205

Address Dallas, TX Trader Joe's

Occupation: GM Relationship: co-worker Number of Years Acquainted: 2

**Please Read Carefully, Initial Each Paragraph and Sign Below**

MM

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.

MM

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.

MM

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.

MM

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.

MM

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

01/30/2020



# THE SERVICE COMPANIES

## ADDITIONAL INFORMATION

Name:

Henry Handy

What is your means of transportation?

Car

Public Transit

Occasional Car

Are you interested in carpool?

Rider

Driver

Not Interested

What is your work interest?

Full Time

Part Time

Same Day

Please select the uniforms you own:

Black Vest  
 Bowtie  
 Black Bistro  
 White Bistro

Business Casual  
 Business Professional  
 Chef Knives  
 Chef Whites

Black Chef Pants  
 Checkered Chef Pants  
 Khakis & Polo  
 1/2 Tuxedo (No Jacket)  
 Tuxedo w/ Jacket

Please select the areas in which you have at least 6 mos. professional experience:

Corporate Kitchen  
 DW/Porter/Utility  
 Captain/Manager

Catering/Banquet  
 Fine Dining  
 Office Help

Restaurant/Café  
 Conventions/Event

Warehouse/Utility  
 Stadium/Arena

Food Demonstrator

Housekeeping

Please select the areas where you are willing to work:

Downtown Dallas  
 North Dallas  
 Plano  
 Irving  
 Fort Worth

Are you fluent in any other languages? (please list) *No*

Are you familiar with any POS systems? (please list: i.e., ALOHA, MICROS, SQUIRREL)

*Micros*

How did you hear about Acrobat Outsourcing?

*Indeed.com*

Interview Note Sheet  
General

Applicant Information	
Name: <u>Henry Handy</u>	Interviewer: <u>Amber</u>
Date: <u>9/30/20</u>	Rate of Pay: <u>\$11.00 - 13.00</u>
Position (s) Applied for: <u>FSW / dish</u>	Referred by:

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

Relevant Experience & Summary of Strengths			
Total of _____ Experience in Food Service/Hospitality			
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:
<u>P</u>	<u>P</u>	<u>P</u>	

Transportation	Regions Available to work
<u>Bus Line</u>	<u>Anything on Bus Line</u>

Certifications (if any)	Availability
<u>Food Handlers</u>	<u>Open</u>

Uniforms Owned:	Recommendations:	Other Languages Spoken:
<input type="checkbox"/> Bistro White <input type="checkbox"/> Black Bistro <input type="checkbox"/> Tuxedo <input type="checkbox"/> 1/2 Tuxedo <input type="checkbox"/> Black Vest <input type="checkbox"/> Long Black Tie <input type="checkbox"/> Other:	<input type="checkbox"/> Chef Coat <input type="checkbox"/> Chef Pants <input type="checkbox"/> Knives <input type="checkbox"/> Black Pants <input type="checkbox"/> Non-Slip Shoes <input type="checkbox"/> Bow Tie	<input type="checkbox"/> Acrobat Academy <input type="checkbox"/> Lead Academy
		<u>English</u>