



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 Free Banks Date: 02/26/20
Home Telephone () _____ Other Telephone (469) 230-0745
Present Address 11311 Audelia Rd apt #260, Dallas TX, 75243
Permanent Address, if different from present address: _____
Email Address fbanks64@gmail.com

EMPLOYMENT DESIRED

Position applying for: Sewer Salary desired: 12
Are you currently registered with any staffing and/or employment agencies? If so, please list
Yes, I am currently working at Quiktrip
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?
3/9/20

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
AM	/	6:30-1:30	6:30-2:30	6:30-2:30	6:30-1:30	6:30-2:30	/
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 _____

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?
Memorial Park Academy	Richardson Tx		Yes
Do you have any special licenses, certificates or special training? If so please list under "Special".		YES	<input type="radio"/> NO
Are you computer literate? If so, list software knowledge under "Special."		YES	<input type="radio"/> NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		YES	<input type="radio"/> 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	<input type="radio"/> 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 9500 Forest Lane, Dallas TX, 75243 / Quicktrip

Type of Business Gas Station Telephone No. (214) 341-1163 Supervisor's Name Niko

Your Position and Duties ~~at work~~ I am a clerk, my duties are to tend to the customers, and I work mostly work kitchen so I handle the food.

Dates of Employment: From 08/19 To currently

Reason for Leaving: currently still working

Name and Address of Employer Wendys

Type of Business Fast Food Telephone No. () Supervisor's Name Brenda

Your Position and Duties I was the cashier; mostly drive thru cashier. I took orders from drive thru

Dates of Employment: From 1/19 To 5/19

Reason for Leaving: Not enough hours or money.

Name and Address of Employer Studio Movie Grill

Type of Business MOVIES Telephone No. () Supervisor's Name Cooper

Your Position and Duties I was a runner at studio movie grill and I give customers their food & drinks.

Dates of Employment: From 4/18 To 10/18

Reason for Leaving: Not enough pay.

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: Shay Woods Telephone No. (972) 310 4214
Address /
Occupation: _____ Relationship: mentor Number of Years Acquainted: 10

Name: Travisty Turner Telephone No. (318) 789-7432
Address /
Occupation: church mentor Relationship: mentor Number of Years Acquainted: 5

Name: _____ Telephone No. ~~(318) 789-7432~~
Address _____
Occupation: _____ Relationship: _____ Number of Years Acquainted: _____

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 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.

✓ 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.

✓ 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.

✓ 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

Ariel Banks

Date

2/28/20



THE SERVICE COMPANIES

ADDITIONAL INFORMATION

Name:

Free Banks

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

☒ Business Casual

☐ Business Professional

☐ Black Bistro

☐ Chef Knives

☐ White Bistro

☐ 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

☐ Catering/Banquet

☒ Restaurant/Café

☐ Warehouse/Utility

☐ DW/Porter/Utility

☐ Fine Dining

☐ Conventions/Event

☐ Stadium/Arena

☐ Captain/Manager

☐ Office Help

☐ 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)

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

NO

How did you hear about Acrobat Outsourcing?

Zip-recruiter



Name Freel Banks

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

- P Scullery
A Queen Mary
E Chaffing Dish
G French Passing
B Russian Service
F Corkscrew
C Tray Jack

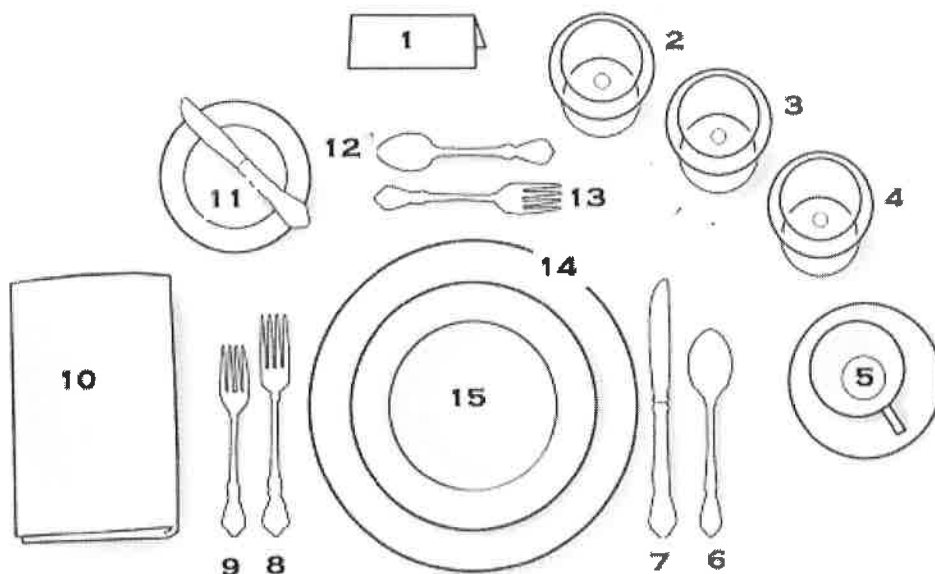
- A. Metal buffet device used to keep food warm by heating it over warmed water
B. Style of service where food is prepared or served individually at the dinner table to fit the customer's specific taste (i.e. providing dressing and pepper for salad or handing out bread to each patron)
C. Used to hold 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 April Banks

Servers Test

Score / 35



Match the Number to the Correct Vocabulary

<u>10</u>	Napkin	<u>8</u>	Dinner Fork
<u>11</u>	Bread Plate and Knife	<u>5</u>	Tea or Coffee Cup and Saucer
<u>1</u>	Name Place Card	<u>7</u>	Dinner Knife
<u>12</u>	Teaspoon	<u>3</u>	Wine Glass (Red)
<u>9</u>	Dessert Fork	<u>13</u>	Salad Fork
<u>6</u>	Soup Spoon	<u>14</u>	Service Plate
<u>15</u>	Salad Plate	<u>4</u>	Wine Glass (White)
<u>2</u>	Water Glass		

Fill in the Blank

- The utensils are placed 6 inches inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? _____.
- Synchronized service is when: the service is done the same.
- What is generally indicated on the name placard other than the name? a number.
- The Protein on a plate is typically served at what hour on the clock? 6 o'clock.
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?
You should write it down.