

(732) 510-3030
Mikey_Sutton@yahoo.com

MICHAEL SUTTON

SKILLS

- Communication
- Ability to work under pressure
- Decision making
- Adaptability
- Time management
- Conflict Resolution
- Microsoft Software (Excel, Word, Powerpoint)
- Customer Service
- Computer Skills
- Computer literacy
- Transcription

EXPERIENCE

Staffmark Agency, South Brunswick NJ – Warehouse Associate

December 2019 – March 2020

- Distribute boxes to their perspective area
- Enter information for completed Pallet
- Audit pallets for specific shipments
- Record and copy all pallets for shipment
- Check for damages on boxes that are shipping out
- Monitor shipments on a computer

Amazon, Edison NJ – Warehouse Associate

August 2019 – November 2019

- Sorting Bins
- Recording the number of items in each bin
- Conduct safety checks for stations
- Notify of any mistakes or damages in bins
- Using handheld computer to complete audited tasks

Walt Disney World resort, Orlando FL – Cook

January 2019 – July 2019

- Setting up workstations with all needed ingredients and Cooking Equipment
- Preparing ingredients to use in cooking (Chopping and peeling vegetables, cutting meat etc.)
- Cooking with various utensils and grillers
- Validating quality of ingredients used
- Checking freezers and fridges of what is past due and disposed of it

G4S Secure Solutions USA, Cranford NJ – Security Officers

March 2018 – January 2019

- Secured premises and personnel by patrolling property; monitoring surveillance equipment; inspecting buildings, equipment, and access points; permitting entry.
- Maintained organization's stability and reputation by complying with legal requirements
- Recorded any and all visitors that come on to property

Walmart, Woodbridge NJ – Warehouse Associate

August 2017 – March 2018

- Prepared all orders for shipment
- Recorded and managed all impaired or damaged merchandise
- Operated adequate merchandise management tools

Strike Force Protection Services, Union NJ – Security Officer

December 2016 – June 2017

- Recorded any and all visitors that came on to property
- Maintained organization's stability and reputation by complying with legal requirements
- Secured premises and personnel by patrolling property; monitoring surveillance equipment; inspecting buildings, equipment, and access points; permitting entry.

Walmart, Linden NJ – Cashier

July 2016 – December 2016

- Verified cash drawer at the beginning of shifts to ensure that amounts are correct and that there is adequate change
- Greeted customers entering and leaving establishments
- Maintained clean and orderly checkout areas

EDUCATION

Auguste Escoffier Culinary school, Boulder CO – Culinary Arts Certificate

February 2018 – April 2019, Colorado

National Bartender School, Woodbridge NJ – Mixology Certificate

July 2018 – July 2018, New jersey

Carteret High School, Carteret NJ – High School Diploma

September 2012 – June 2016, New jersey

Bryant & Stratton College – Early Childhood Development Associates

November 2019– currently

Externship

Walt Disney World Resort, Orlando FL – Cook

January 2019 – July 2019, Orlando

- Set up workstation with all the necessary equipment
- Prep all ingredients for the specific workstation
- Help with making alcoholic drinks
- Stock and inventory checks
- Clean workstations at the end of the night

Re: Employment Application New Jersey

JotForm <noreply@jotform.com>

Sun 3/8/2020 11:56 PM

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

Employment Application New Jersey

First Name	Michael
Last Name	Sutton
E-mail Address	mikeysutton680@gmail.com
Phone	7325103030
Address	100 Roosevelt Avenue
Unit or Number	G5
City, State	Carteret
Zip Code	07008
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 Part-Time
When can you start?	03-11-2020
Can you work overtime?	Yes
How did you hear about us?	Google Social Media
What days/times can you work? Select all that apply:	Monday AM Monday PM Tuesday AM Tuesday PM Wednesday AM Wednesday PM Thursday AM Thursday PM Friday AM Friday PM
Have you ever applied to	No

or worked for the Service
Companies (TSC) before?

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

State age if under 18. If
you are under 18, hire is
subject to verification
that you are of minimum
age to work. New Jersey

Are you able to perform
the essential functions of
the job for which you are
applying? Yes

Name of School Auguste escoffier culinary school

City & State Boulder, CO

Grade/Degree Culinary arts

Graduated? Yes

Do you have any special
licenses? (If so, label
under "Special") Yes

Are you computer
literate? (If so, label
which programs under
"Special") Yes

Are you proficient with
Point of Sale systems? (If
so, label which under
"Special") Yes

Do you have any
experience, training,
qualifications or special
skills? (If so, label under
"Special") Yes

Are you currently
employed? No

Can we contact your Yes

current employer?

Name and Address of Employer N/A

Type of Business N/A

Phone Number N/A

Your Position & Duties N/A

Date of Employment (from/to): N/A

Reason for Leaving N/A

Still Employed: No

First Name N/a

Last Name N/a

E-mail Address mikeysutton680@gmail.com

Phone N/a

Relationship: N/A

Years Acquainted: N/a

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.

(Checked box indicates acknowledgement)

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.

(Checked box indicates acknowledgement)

I hereby authorize The Service Companies (TSC) 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.

(Checked box indicates acknowledgement)

I understand that if selected for hire, it will be necessary for me to

(Checked box indicates acknowledgement)

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.

(Checked box indicates acknowledgement)

I hereby acknowledge that I have read and understand the above statements.

(Checked box indicates acknowledgement)

Applicant Digital

Michael Sutton

Signature (Type Name):

Date: 03-08-2020

Please Attach Resume
Below

Copy of Resume.pdf

You can [edit this submission](#) and [view all your submissions](#) easily.



Case Verification Number: 2020071161036FK

Report prepared: 03/11/2020

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Client Company ID: 139349

Client Company Name: Acrobat Outsourcing

Employee Information

Name: Michael Sutton Jr

Date of Birth: 10/15/1996

U.S. Social Security Number: ***-**-2741

Employee's First Day of Employment: 03/11/2020

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: *****0962

Expiration Date: 10/15/2023

State: New Jersey

List C Document: Social Security Card

Case Information

Case Status: Closed

Case Submitted By: Josephine Paik

Current Case Result: Employment Authorized

Reason for Closure: Employment Authorized Auto Close

Interview Note Sheet

Cook

Applicant Information	
Name: <u>Michael Sutton</u>	Interviewer: <u>Jo Pok</u>
Date: <u>3/11/20</u>	Rate of Pay: <u>Prep \$ 14, Line/Grill \$ 15</u>
Position (s) Applied for: <u>Cook</u>	Referred by: <u>Indeed</u>

Test Scores						Seeking:
Server	/35	%	Bartender	/30	%	<input type="radio"/> Full-Time <input type="radio"/> Part-Time
Prep Cook	/15	%	Barista	/10	%	
Grill Cook	<u>30/40</u>	<u>75</u> %	Cashier	/10	%	
Dishwasher	/10	%	Housekeeping	/16	%	

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>Auguste Escoffier Culinary School</u> <u>Boulder, Co</u> <u>For 1 1/2 years.</u>	<u>Average since he hasn't cooked in awhile.</u>	<u>Special dish @ Disney Pasta Station</u> <u>didn't have enough sauce</u> <u>-make sure to measure properly and follow ingredients</u>	<u>Read & write New recipe at home</u> <u>Fun & energetic</u> <u>His Friends.</u> <u>Cooperative & friendly</u>

P.O.S. Experience: Y / N details: _____

Transportation	Regions Available to work:
<u>Has own vehicle</u>	<u>Centeret —</u> <u>max travel up to 30min.</u>
Certifications (if any)	Availability
	<u>M-F open</u>
Uniforms Owned:	Recommendations:
<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 checked="" type="checkbox"/> Chef-Coat <input checked="" type="checkbox"/> Chef Pants <input type="checkbox"/> Knives <input type="checkbox"/> Black Pants <input checked="" type="checkbox"/> Non-Slip Shoes <input type="checkbox"/> Bow Tie <input type="checkbox"/> Cut Glove
	<input type="checkbox"/> Acrobat Academy <input type="checkbox"/> Lead Academy
	Other Languages Spoken:



Grill Cooks Test

Multiple Choice Test (1 point each)

1) How much time should you take to wash your hands with soap?

- a) 1 minute
- ☒ b) 20 seconds
- c) Time does not matter, water temperature does
- d) 5 minutes

2) The recommended temperature for your refrigerator is...

- a) 45°F
- b) 50°F
- ☒ c) 40°F
- d) 20°F

3) Food handlers must always wash their hands

- a) Before starting work
- b) Switching between handling raw and ready-to-eat food
- c) After going to the restrooms
- ☒ d) All of the above

4) The most important reason for having food handlers wear hair restraints is to

- a) Prevent food from getting into food handlers' hair
- ☒ b) Prevent food handlers from contaminating their hands by touching their hair
- c) Keep the food handlers' hair in place
- d) None of the above

5) Which of these conditions requires immediate corrective action?

- a) Packaged food items are stored at least 6 inches above the floor
- b) Ice is being used to cool beef stew in a shallow pan
- ☒ c) Raw meats are stored on a shelf above ready-to-eat egg salad in the walk-in cooler
- d) Raw fish is stored above raw chicken in the walk-in freezer

6) Bacteria grow best in the temperature "danger zone" which includes temperatures between?

- a) 0°F and 100°F
- b) 32°F and 220°F
- ☒ c) 41°F and 135°F
- d) 39°F and 178°F

7) After cutting raw chicken, what should be done before the cutting board is used for slicing onions for salad?

- a) Clean the cutting board with a wet wiping cloth
- b) Turn the board over and use the other side
- c) Rinse the board with running water
- ☒ d) Wash, rinse, and sanitize the board prior to slicing the onions

8) Which of the following is NOT an approved method to thaw potentially hazardous foods?

- a) In a microwave oven
- ☒ b) During the cooking process
- c) Under cool running water
- d) On a clean counter, at room temperature

9) Wiping cloths stored submerged in a bucket of sanitizing solution are for:

- a) Wiping spills only
- b) Washing hands if the hand sinks are too far away
- ☒ c) Sanitizing the blade of utensils such as knives
- d) Maintaining moisture on the wiping cloth

30/40
75%



Grill Cooks Test

10) Food-handling gloves must be changed frequently and also:

- a) After handling garbage
- b) After every break
- c) After picking things up off the floor
- d) Between handling raw and cooked foods
- ☒ e) All of the above

11) A Julienne is:

- a) to cut food into 1 inch X 1 inch cubes
- b) A cooking method using high heat
- ☒ c) To cut food into 1/8 X 1/8 slices
- d) A rough cutting method producing oblong shapes

12) A gallon is equal to _____ ounces

- a) 56
- b) 145
- c) 32
- ☒ d) 128

13) How many cups are in a quart?

- a) 2
- ☒ b) 4
- c) 6
- d) 8

14) A Chiffonade is:

- ☒ a) To slice an herb or leafy vegetable into thin ribbons
- b) To de bone a fish
- c) Another name for parchment paper
- d) To cook food in liquid, or at just below the boiling point

15) Potentially hazardous hot foods must be maintained at an internal temperature of _____ or higher to be safe

- a) 145° F
- ☒ b) 135° F
- c) 160° F
- d) 180° F

16) Which of the following explains the process of poaching?

- a) Poke poultry on the thickest part in order to make sure it's tender
- ☒ b) To cook food in an oven that has reached 350° F
- ☒ c) Cook gently in water that is hot but not boiling (160°-180°)
- d) Submerge protein in boiling liquid to speed cooking time

17) If a recipe calls for 16oz of mirepoix, how many ounces of onion, celery, and carrots do you need?

- a) 8 oz of celery, 4 oz of onion, 4 oz of carrot
- ☒ b) 4 oz of celery, 8 oz of carrot, 4 oz of onion
- ☒ c) 4 oz of celery, 8 oz of onion, 4 oz of carrot
- d) 2 oz of celery, 10 oz of carrot, 2 oz of onion

18) Which of the following best describes braising?

- a) To cook quickly in a pan on top of the stove until food is browned
- b) Process through which natural sugars in food become browned and flavorful while cooking
- ☒ c) Cooking method by which food is browned in fat, then cooked, tightly covered, in liquid at low heat
- d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

19) Which of the following best describes the process of Caramelization?



Grill Cooks Test

- a) To cook quickly in a pan on top of the stove until food is browned
- ☒ b) Process through which natural sugars in food become browned and flavorful while cooking
- c) Cooking method by which food is browned in fat, then cooked, tightly covered, in liquid at low heat
- d) To plunge food into boiling water briefly, then into cold water to stop the cooking process

☒ 20) What temperature should chicken be cooked to?

- a) 145°F
- ☒ b) 155°F
- c) 165°F
- d) 175°F

☒ 21) What temperature should ALL ground meat be cooked to?

- a) 145°F
- ☒ b) 155°F
- c) 165°F
- d) 175°F

☒ 22) What temperature should fish be cooked to?

- ☒ a) 145°F
- b) 155°F
- c) 165°F
- d) 175°F

23) What is a roux and what is it used for? (2 points)

flour & butter and it used
for gravy

24) What is the process of making clarified butter, and why is clarified butter used? (3 points)

Cooking the butter and the
fat rise to the surface and then skimming the excess fat.

25) What are the 5 mother sauces? (5 points)

1. Tomato sauce
2. Hollandaise
3. Espagnole
4. Bechamel
- ☒ 5. veloute

☒ 26) What does it mean to season a grill and why is this process important? (3 points)

27) What are the ingredients in Hollandaise sauce? (5 points)

egg, milk, butter