



Preliminary Questions

For CMG use only

Name: Carl Huls

Date: 2-1-2017

1. If hired are you willing to take a drug test? yes
2. Do you have any known food allergies to soy, wheat, peanuts, or milk? no
3. Are you able to work with pork? yes
4. Which plant do you prefer? either/south
5. What shift do you prefer? 1st

To be completed during or after interview

Date of interview 2-1-17

Have you ever been convicted of a crime? Yes ___ No ___

Explain

Incident _____

Employee Signature _____

Interviewer Signature _____

Carl Huls

Janitor - Arnold's Supply and Kleenit Company

Rochester, MN

hulscarl23@gmail.com - (507) 202-2745

For the last five years I have primarily been working in janitorial positions. Cleaning on both first and second shift, working on teams and by myself, and using my knowledge and experience from my previous job history to perform my tasks at a high quality.

Prior to my current profession, I worked in housekeeping, was a warehouse attendant, furniture delivery/warehouse, was in the Army National Guard, and a variety of food service positions.

Authorized to work in the US for any employer

WORK EXPERIENCE

Janitor

Arnold's Supply and Kleenit Company - April 2012 to Present

Rochester Airport, Mayo Tech. Warehouse, Charter Spectrum

- Clean all areas: offices, restrooms, break rooms, training rooms, board rooms, hallways, stair wells, sitting areas, and lobbies; including doors, windows, and fixtures
- stock and maintain all paper and janitorial products
- change and dispose of all garbage, cardboard, and recycling
- empty cardboard bailer as needed
- clear and salt all walkways and sidewalks (used tractor plow at airport)

Audrey's

Janitor

Quality Building Maintenance - April 2010 to May 2012

Clean an office building and Day Care center. Cleaned bathrooms, entryways, break rooms, and all offices

Housekeeping

Kahler Grand Hotel - February 2012 to April 2012

House Person

- I inventory and stock, empty dirty linen carts, and take down garbage from housekeeper closets.
- Respond to guest calls

Baker

Bread Baker Company - December 2008 to February 2012

Production

Baker

- Prep, divide, bake, package, and sell all products in store
- Cleaning and stocking

Shoe Department Associate

Kohl's - Rochester, MN - October 2009 to April 2010

10 am
ENTERED

To help all customers and keep department clean and neat

Cook

Maple Manor - March 2009 to November 2009

- Prepped carts for meals
- Cooked and served meals
- Cleaned up after meals; cleaned tables, swept, mopped, washed dishes, and cleaned up all areas used

Cook

U.S. Army, National Guard - October 2003 to October 2009

- Learned and practiced multiple leadership skills in all areas of the kitchen and in life
- Helped set up and order menus
- Unloaded and loaded trucks
- Organized kitchen
- Prepped, prepared, and served meals
- Cleaned up kitchen and dining area after meals.

Storeroom Attendant/Baker

Mayo Clinic - April 2005 to November 2008

4/20/05-11/08

Dietary Warehouse SMH- G440

- Inventory, receive, stock, and deliver all warehouse goods (dry, cold, freezer)
- Transfer food carts between departments
- Clean all dietary kitchens, bakeries, closets, refrigerators, freezers, ovens, hallways, storerooms, and carts

Baker

- Read menus and prepped for next day's work
- Baking, cooking
- Slicing meat and cheese in the meat shop

Cook

Famous Dave's - November 2007 to February 2008

- Prepped product for the next day
- Used and cleaned a large and small smoker
- Thawed and scored meat products
- Worked well with co workers

Cook

Perkins - August 2007 to November 2007

- Worked on the line to prepare meals for customers
- Prepped foods for cooking
- Worked with co workers to perform all tasks at hand
- Cleaned up after and before service
- Cleaned grills and fryers

Assistant Day Manager and Night Manager

Subway - June 2000 to August 2007

- Prepped products for serving

- Trained new employees
- Opened and closed store
- Great customer service skills
- Performed all duties and tasks to the best of my ability
- Assisted with hiring, ordering, inventories, and sales

Delivery Driver/Warehouse

Audrey's - August 2004 to April 2005

- Receive customer orders, locate in warehouse, load and deliver orders
- help maintain warehouse inventory by keeping warehouse clean and organized
- help set up store floor displays

warehouse experience

EDUCATION

Lincoln High School

MILITARY SERVICE

Service Country: US

Branch: Army NG

Rank: SPC

October 2003 to October 2011



ENTERED

CMG APPLICATION FOR EMPLOYMENT

APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS AND A BACKGROUND CHECK WILL BE COMPLETED

PLEASE COMPLETE PAGES 1-5

DATE 2-1-17

Name Huls, Carl Edward
Last First Middle Maiden

Present address 710 4th St. SE
Number Street
Rochester MN 55904
City State Zip

Social Security No. 472 - 04 - 8141

Telephone (507) 202-2745

E-Mail hulscarl23@yahoo.com

If under 18, please list age _____

Referred by Indeed.com

Position applied for (1) Quality Assurance FMT
 and salary desired (2) \$14.00 per hr
 (Be specific) South 2nd

Shift available to work
 1st X
 2nd _____
 3rd _____

weekends
GIL (✓)

How many hours can you work weekly? 40 Can you work nights? No

Employment desired FULL-TIME ONLY PART-TIME ONLY FULL- OR PART-TIME

When available for work? 2-20-17

Do you have responsibilities or commitments that will prevent you from meeting specified work schedules?
 No Yes If so, please explain _____

Do you anticipate any absences from work on a regular basis?
 No Yes If so, please explain _____

has plenty of Janitorial experience
Extensive food-service work
Some warehouse experience

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School	<u>Lincoln Lake City</u>		<u>4</u>	<u>-</u>
College				
Bus. or Trade School				
Professional School				

MILITARY

HAVE YOU EVER BEEN IN THE ARMED FORCES? Yes No

ARE YOU NOW A MEMBER OF THE RESERVE OR NATIONAL GUARD? Yes No

Branch National Guard Specialty 92G - Cook

Date Entered 9-03 Discharge Date 9-11

WORK EXPERIENCE

Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name <u>Arnold's Supply</u>	Supervisor name <u>Dan Glaser</u>	
Position <u>Janitor</u>	Employment dates	Pay or salary
Company _____	From <u>4/12</u>	Start <u>8 per hr</u>
Address <u>835 38th St NW</u>	To <u>Now</u>	Final <u>11.50 per hr</u>
<u>Rochester, MN 55901</u>	Your last job title _____	
Telephone <u>(807) 289-2393</u>		

Reason for leaving (be specific) I'm looking for a 1st shift position

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company. Building up-keep, office building clean-up Bathroom, breakrooms, floor cleaning, trash etc.

Name <u>Quality Building Maintenance</u>	Supervisor name <u>Dan Claus</u>	
Position <u>Janitor</u>	Employment dates	Pay or salary
Company _____	From <u>4/10</u>	Start <u>9 per hr</u>
Address <u>2002 14th St. SW</u>	To <u>4/12</u>	Final <u>Same</u>
<u>Rochester, MN 55901</u>	Your last job title _____	
Telephone () <u>289-0603</u>		

Reason for leaving (be specific) No longer needed a PT Job

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company. Please Refer to Resume Held this Job while family needed extra money.

**PLEASE READ CAREFULLY
APPLICATION FORM WAIVER**

In exchange for the consideration of my job application by Corporate Management Group, Inc.,

I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements and the like as they may exist from time to time, or other company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of Corporate Management Group, Inc. (CMG), or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by an officer of CMG. Both the undersigned and CMG may end the employment relationship at any time, without specified notice or reason. If employed, I understand that CMG may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts will result in my disqualification from consideration for employment or, if discovered after I begin employment, will result in my termination. I hereby give CMG permission to contact schools, all previous employers (unless otherwise indicated), references and others and hereby release CMG from any liability as a result of such contact.

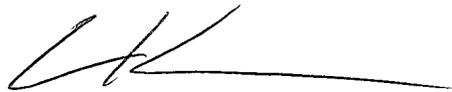
I understand that a comprehensive background check may be conducted to determine my eligibility for hire by CMG. This may include but is not limited to, investigations of criminal and/or conviction records, driving records and/or a drug screen test as required by clients, government regulations or by CMG policies.

I release CMG and other persons or entities from any claims that might be based on CMG's decision to conduct a background check.

I understand that, in connection with the routine processing of your employment application, CMG may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics and mode of living. Upon written request from me, CMG will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

I further understand that my employment with CMG shall be probationary for a period of ninety (90) days and further that at any time during the probationary period or thereafter, my employment relationship with CMG is terminable at will for any reason by either party.

Signature of applicant _____



Date: _____

2-1-17

Name: _____

Achoo!

by Cynthia Sherwood

Achoo! We all sneeze sometimes. Sneezing is a reflex that your body does automatically. That means you cannot make yourself sneeze or stop one once it has started. When you sneeze, your body is trying to get rid of bad things in your nose, such as bacteria. You have extra germs when you have a cold, so you sneeze a lot more. You might also sneeze when you smell pepper!

Inside your nose, there are hundreds of tiny hairs. These hairs filter the air you breathe. Sometimes dust and pollen find their way through these hairs and bother your nasal passages. The nerves in the lining of your nose tell your brain that something is invading your body.

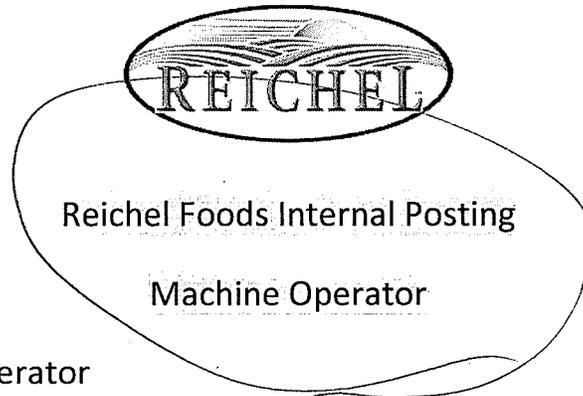
Your brain, lungs, nose, mouth, and the muscles of your upper body work together to blow away the invaders with a sneeze. When you sneeze, germs from your nose get blown into the air. Using a tissue or "sneezing into your sleeve" captures most of these germs. It is very important to wash your hands after you sneeze into them, especially during cold and flu season.



Do you ever sneeze when you walk into bright sunlight? Some people say that happens to them often. Scientists believe the UV rays of the sun irritate the nose lining of these people so they sneeze.

If someone nearby sneezes, remember to tell them "Gesundheit!" That is a funny-looking word which is pronounced "gezz-oont-hite." It is the German word that wishes someone good health after sneezing.

Friday 10am



Position: Machine Operator

Shift: 1st shift, schedule could change depending on Reichel Foods needs

SUMMARY

Responsible for the overall efficient and safe performance of the production line equipment. Includes the Orics 6, Multivac, Rotary, dip depositors, dry product depositor, carrot solution sprayer, conveyors, tray flippers, metal detector, card applicators, and gluers.

PRIMARY RESPONSIBILITIES

1. Personal Protective Equipment Required (PPE): ear plugs, hairnet, hood, red bump cap, disposable apron, disposable sleeves, white vinyl gloves, clean smock, and disposable boots. Sanitize sleeves and gloves every 15 minutes. Comply with product contact GMPs (QA0183WI Good Manufacturing Practices).
2. Must wash hands and change apron, sleeves and gloves after touching cardboard or anything below the product line.
3. Operate the assigned machine in the most efficient, safe and cost effective way possible as outlined by company policies and metrics.
4. Required to begin working 30 minutes before start up time.
5. Insure equipment has been properly re-assembled following the sanitation shift. Set up the production equipment before the start of each shift. Insure equipment is in the proper location.
6. Before start up, conduct Pre Operational Sanitation Inspection and complete checklist QA0085FO.
7. Coordinate with the Assistant Supervisor or Production Supervisor to schedule the amount and variety of goods to be produced during the shift.

8. Coordinate with Tumbler Room and Production Scanner to insure the raw materials and packaging materials needed for production are available and scanned to production room.
9. Set up roll of film and feed it through the head of the Multivac and verify film is positioned correctly on the trays.
10. Install the head of the machine on the Orics 6 and Rotary.
11. Install carrier plates on the Rotary at start up and at changeovers.
12. Prime depositors: hook up hoses and run dip through nozzles until all of the air is out.
13. After setup is complete, wash hands and change apron, sleeves, and gloves to prepare for start up of production.
14. Verify line workers are ready and hopper is full of product. Turn on denester and dip pump.
15. Check dip weights of trays at start up, when dip barrels are changed, and throughout the day.
16. Check the Op Checker paperwork to verify product and dip weights meet specifications. Sign off on the paperwork approximately every hour.
17. Fill out Film Traceability Form for every roll of film used on the machine and at changeovers.
18. Record downtime on Downtime Log (OP0098FO) throughout the shift as necessary.
19. Complete the Operator Checklist (QA0381FO) before start up and at mid shift sanitation.
20. Check tray seals throughout the day to insure film peels correctly.
21. Insure product and trays have been depleted before mid shift sanitation begins.
22. Remove head on Orics 6 and Rotary to prepare for sanitation at the end of production run.
23. Oversee the machine is wiped down, dip is wiped off, and product is removed for sanitation at the end of the production run.
24. Assist in preparing machine for sanitation.
25. Assist Production Supervisor to identify challenges in the production line, so a plan to solve them can be created.
26. Help train new employees on tasks they are to perform on the line and answer questions that arise.
27. Monitor machine and line operation.

28. Insure the the machine and room are clean at all times.
29. At the end of the production run, remove the machine head (Orics and Rotary only), barrel, and film and verify they are returned to the correct location.
30. Adhere to company Employee Hygiene Practices, company food safety procedures and GMPs.
31. Other duties as assigned by the Assistant Supervisor and Production Supervisor.

PHYSICAL ENVIRONMENT/WORKING CONDITIONS

This position is in a manufacturing environment and will involve standing for long periods of time, working in temperatures less than 50 Degrees Fahrenheit, requires frequent lifting of up to 50 lbs., unassisted, and moving product up to 2500 lbs. with mechanical assistance.

EQUIPMENT/MACHINERY USED

In-line packaging equipment, conveyors, card applicators, dolly, pallet jack, depositors, tapers, Video Jet, and mechanical flippers.

TRAINING REQUIREMENTS

New Employee Orientation, on the job training, LOTO Training, Chemical Training, and Machine Operator Training.



Reichel Foods Internal Posting

QA Processing Technician-South Plant

Position: Quality Assurance Processing Technician

Shift: 1st Shift, overtime and weekends as work load dictates

Hours: 4:30am-1:15pm or until production ends, hours may vary

Duties:

- Conduct FDA Pre-Operational and Operational inspections daily.
- Monitors and assure compliance with GMP, Food Defense, HACCP, Allergen and SSOP Programs.
- Monitor production and measure finished product quality characteristics against requirements (customer, regulatory and Reichel Foods).
- Verify sanitation through the use of ATP swabs, microbial swabs and/or protein test swabs.
- Place any products and equipment not meeting requirements on QA HOLD (raw materials, in process products or finished products and/or packaging) according to Non-Conforming Product and Equipment Procedure.
- Collect microbial and shelf life retention samples for evaluation.
- Maintain legible, accurate records for all monitoring and testing conducted.
- Verify metal detection for each line hourly.
- Verify operational checks for weights and residual gas.
- Verify that all carton and case labels are correct with the proper code date.
- Assist with facility audits for sanitation, maintenance, GMP's, Food Defense, and the SQF 2000 system.
- Perform record verification as required for Reichel or Hormel products as assigned.
- Follow all plant and employee safety rules and wear PPE as required.
- Recommend product, packaging, quality and employee safety improvements.
- Data entry as assigned.
- Equipment calibration verification as assigned (gas analyzers, scales, thermometers, PAA sensor).
- Complete daily shift reports summarizing key events and corrective actions.
- Use of computer for barcoding system (kitting, bin transfers, HOLDs, etc.)
- Responsible to bring in scales, gas analyzers, and other portable non-waterproof items at the end of the production day.

- Responsible to maintain a clean and tidy work environment.
- Attend all plant meetings, QA department meetings, and safety training (including Chemical Hygiene Training).
- Use of other software and miscellaneous small equipment and devices for required tasks above.

Requirements:

- Proficient in Microsoft Word, Excel, and Outlook
- Excellent written and verbal communication skills
- Organized and detail oriented
- Positive attitude
- Self motivated
- Attendance and work performance must be in good standing