

Katt Kelly

Objective

To utilize the various skills I have collected through quality education, extracurricular activities, and work to obtain a quality entry-level position in order to further my work and life experience.

Education

- ⇒ City College of San Francisco, 2011-present
- ⇒ High School Diploma, Golden Valley High School, 2006-2010
 - President of Art Club
 - Founder of Dance Club

Work History

- ⇒ Server-La Bonne Cuisine, 2012- present
- ⇒ Server-Party Staff, 2012
 - Run, serve, and bus food promptly and efficiently
 - Set up/take down events
 - Tray passing
- ⇒ Sales – VW Car Shows, 2006 – present
 - Sold merchandise with a pleasant, approachable, professional manner
 - Handled monetary transactions with care and responsibility
 - Took inventory with attention to detail
 - Multi-tasked with ability to draw a crowd
 - Set up and took down booth, loaded and unloaded merchandise
- ⇒ Babysitting – Freelance, 2006 – present
 - Responsible for up to 5 children at once, looking out for well-being
 - Attend to children and house-care needs, such as feeding, entertainment, cleaning and safety
 - Dependable long term assignments (up to 5 days)
 - In and out of house care (transportation to and from school/activities)

Skills

- Proficient in Microsoft Office products, including Office, Word, Excel, PowerPoint
- Servsafe Certificate
- Excellent interpersonal skills

Multiple Choice

- a 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
- d 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
- d 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
- a 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
- d 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
- a 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

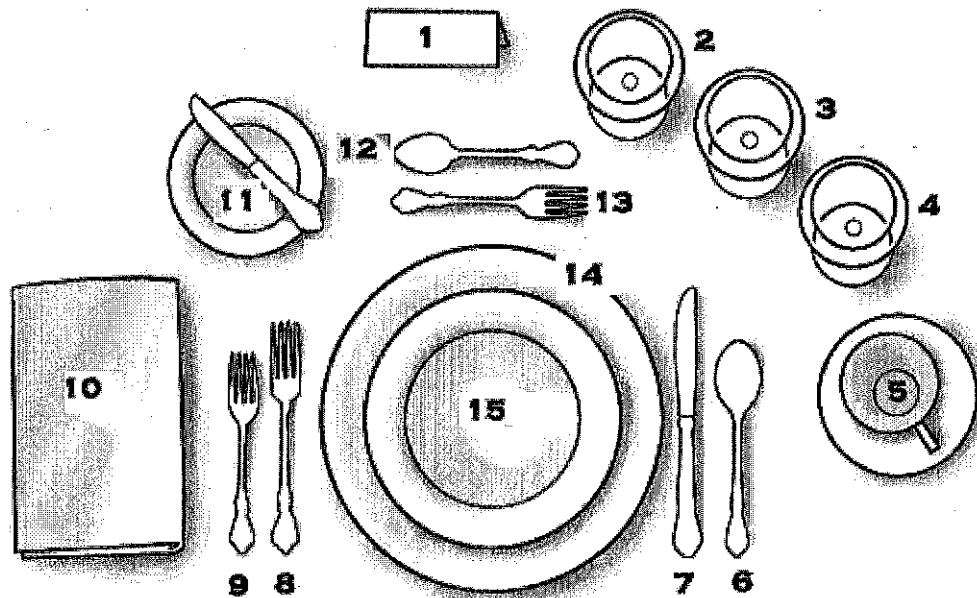
Match the Correct Vocabulary

- | | |
|-----------------|--|
| Scullery | Used to hold a large tray on the dining floor <u>tray jack</u> |
| Queen Mary | Style of dining in which the courses come out one at a time |
| Chaffing Dish | Metal buffet device used to keep food warm by heating it over warmed water <u>chaffing dish</u> |
| French Passing | 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) |
| Russian Service | Used to open bottles of wine <u>corkscrew</u> |
| Corkscrew | Area for dirty dishware and glasses <u>scullery</u> |
| Tray Jack | Large metal shelving unit for prepared food to be held or for dirty trays to be stored <u>Queen Mary</u> |

Name Kathleen Kelly

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 | 2 <u>3</u> | Wine Glass (Red) |
| <u>13</u> | Dessert Fork | <u>9</u> | Salad Fork |
| <u>6</u> | Soup Spoon | <u>14</u> | Service Plate |
| <u>15</u> | Salad Plate | 3 <u>2</u> | Wine Glass (White) |
| <u>4</u> | Water Glass | | |

Fill in the Blank

- ✓ The utensils are placed 3 inch(es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? cream/sugar
- Synchronized service is when: servers place plates in sync/at once
- What is generally indicated on the name placard other than the name? entree
- ✓ The Protein on a plate is typically served at what hour on the clock? 3
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?
notify table leader/kitchen