

Name Lauren Booras

Servers Test

Score 24/35

Multiple Choice

62%

- 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
- 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?
~~Stem of the glass~~ Widest part of glass
- 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

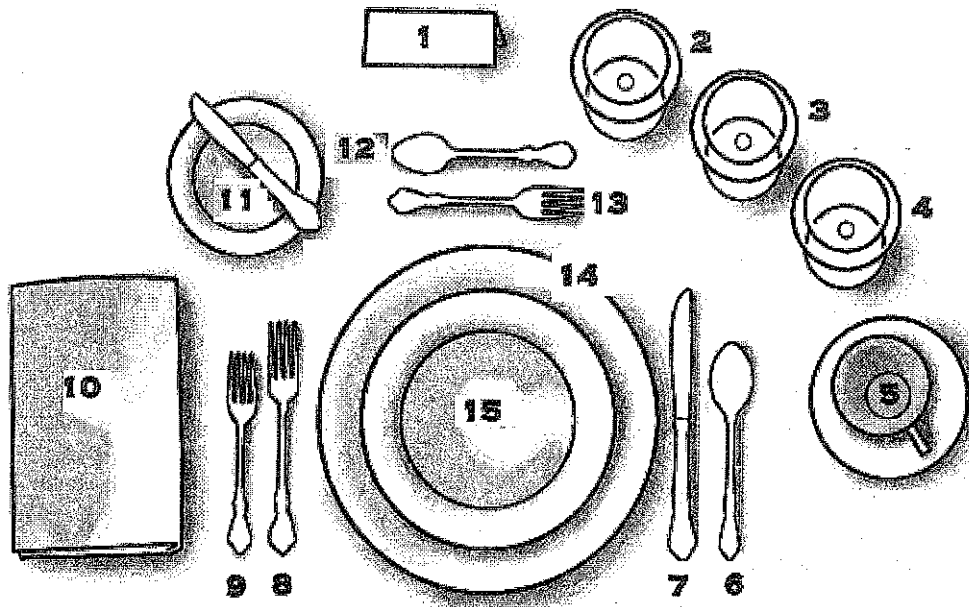
Match the Correct Vocabulary

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

Name Laurie Booris

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>2 & 4</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 | <u>3</u> | Wine Glass (White) |
| <u>4</u> | Water Glass | | |

Fill in the Blank

- The utensils are placed one inch inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? sugar and cream, spoon if nec.
- Synchronized service is when: all plates are served at the same time to a table
- What is generally indicated on the name placard other than the name? seat # meal choice + cleared
- The Protein on a plate is typically served at what hour on the clock? 4:00 to 6:00 at the
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately? ask if they have an allergy, any allergies same time.
inform chef

- Responsible for creating and managing Quickbooks accounting files.
- Responsible for development of marketing/ advertising campaign.
- Design interior of restaurant.
- Assist in recipe and menu development.
- Assist in menu and website design.

Tugboat Events

SAN FRANCISCO, CA

Event Production/Logistics Consultant

12/06 – 2/07

- Contract employee contracted to supervise and coordinate event production and logistics for non-profit, event -production consulting firm.

EDUCATION

LOUISIANA STATE UNIVERSITY

BATON ROUGE, LA

8/95 – 8/99

- -Bachelor of Arts, English
- -Bachelor of Science, Political Science
- -Minors, Latin and Philosophy

SKILLS

- Familiar with most POS Systems.
- Excellent written, verbal and interpersonal communication skills.
- Proficient in Microsoft Office Suite.
- Knowledge of Convio, Tessatura, and Salesforce databases.
- Knowledge of Quickbooks.

REFERENCES

Reference: Ashley Corona

Title: General Manager

Company: Ike's Place

Telephone Number: 415-603-7664

Reference: Sabrina Reid

Title: Floor Manager

Company: Cala Restaurant

Telephone Number: 415-304-3669

Reference: Dana Van Gorder

Title: Executive Director

Company: Project Inform

Telephone Number: office: 415--558--8669

Reference: Beth Koeneke

Company: AIDS LifeCycle, San Francisco AIDS Foundation.

Telephone Number: cell: 415--939--5486

Reference: Serafina Palandech Johnson (Supervising Manager for 3 events)

Title: Former Event Director of AIDS Walk Atlanta, AIDS Walk San Francisco, Move Against AIDS

Telephone Number: cell: 415--999--6375

LAUREN D. BOORAS

415-374-3300. laurynb@gmail.com

EXPERIENCE

Ike's Place

Front of House/Cashier, Caterer, Kitchen Preparation Assistant

SAN FRANCISCO, CA

11/15 – 6/16

- Assist with all necessary food preparation.
- Supervise front of house cashiers and customer relations.

Cala Restaurant

Fine Dining Server

SAN FRANCISCO, CA

7/15 – 10/15

- Fine dining training and serving experience.

MZA Events, Inc.

SAN FRANCISCO, CA

AIDS Walk Atlanta, AIDS Walk San Francisco, Move Against AIDS, NYC Marathon

Event Manager/ Supervisor of Event Operations & Logistics

3/14-9/14

3/11-9/11

6/03-12/07

- Supervise the Event Operations department responsible for all event and pre-event logistics, volunteer recruitment and supervision, phone-bank, in-kind donations, and outreach initiatives.
- Hire, train and supervise all Event Operations employees and volunteers.
- Work closely with the Parks and Rec Department, Police and Fire Departments, and the Department of Public Health regarding all necessary event permits, plans and insurance needs.
- Work with Event Director and Sponsorship Director on all major event sponsorship contracts.
- Create crowd-control, security, and amplified sound plans for route and venue.
- Manage vendor relations and negotiate the best possible prices for services and supplies.
- Create, monitor and adhere to departmental budget.
- Create and update event itinerary, venue & route maps and logistics plans.
- Oversee in-kind donations requests for day-of-event food, supplies, and services necessary for 25,000+ attendees.
- Work with department heads on cross-departmental projects, event sponsorship and fundraising initiatives.
- Assist AIDS Walk New York's logistics department with all event logistics.

Live Nation Entertainment, Inc.

SAN FRANCISCO, CA

Supervisor of Event Security, Venue Operations Assistant

8/12 – 7/13

- Supervise event and venue security staff during all concerts and special events at the Nob Hill Masonic Center and the America's Cup Pavilion.
- Create and manage weekly staff schedule for over 200 employees for the Nob Hill Masonic Center's event staff.
- Assist Venue Operations Manager with all venue maintenance and operations, patron and vendor relations, and all other administrative tasks as assigned.

San Francisco Symphony

SAN FRANCISCO, CA

Fundraising Coordinator

3/12 – 12/12

- Responsible for soliciting individual gifts for the San Francisco Symphony's Annual Fund Campaign.

AIDS LifeCycle (San Francisco AIDS Foundation)

SAN FRANCISCO, CA

Event Logistics Assistant

3/12 – 6/12

- Assist Logistics Director with all administrative and logistics tasks related to ALC event, ie: specific site permits, vendor orders and billing, assembly of production binders, and warehouse organization.

Bay To Breakers

SAN FRANCISCO, CA

Transportation Supervisor (Contract Position)

5/19/12 – 5/19/12

- Assist AEG Events by supervising ticket sales' employees and booth logistics.

Chico's

MORGANTOWN, WV

Restaurant Owner

11/08 – 12/10

- Hire, train and supervise all restaurant employees.