

Interview Note Sheet

Name: <u>Annie Dunaway</u>	Interviewer: <u>Jo Peik</u>
Date: <u>12/9/16</u>	Rate of Pay: <u>\$13</u>
Position (s) Applied for: <u>server</u>	Referred by: <u>Danielle Arata</u>

Test Scores			
Server	/35	% Bartender	/30 %
Prep Cook	/15	% Barista	/10 %
Grill Cook	/40	% Cashier	/10 %
Dishwasher	/10	% Housekeeping	/15 %

Seeking:
Full-Time
Part-Time

Relevant Experience & Summary of Strengths

- Total of _____ in Food Service
- Teacher's Assistant - Para Professional at PS 37 in Staten Island
 - Direct Care Worker - assisted disabled adults who lived in group home. Prep served meals.
 - Doesn't mind traveling for work, N/South

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

Transportation: Car Public Transit Carpool (Rider / Driver)

Regions Available to Work

North NJ South NJ Central NJ Jersey Shore

Certifications If any

TIPS Serv-Safe LEAD Other _____ Will Submit

Availability

Open AM only Weekdays PM only Weekdays only Weekends only Fri/Sat night

Details:

Uniforms Owned

Bistro Black Bistro Tuxedo 1/2 Tuxedo Black Vest Long Black Tie
Chef Coat Chef Pants Knives Black Pants Non-Slip Shoes Bow Tie Other: _____

Would you recommend this applicant for Acrobot Academy?

Convention Candidates?

Other Languages Spoken:

Servers Test

Multiple Choice

- D 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
- D 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

24/35

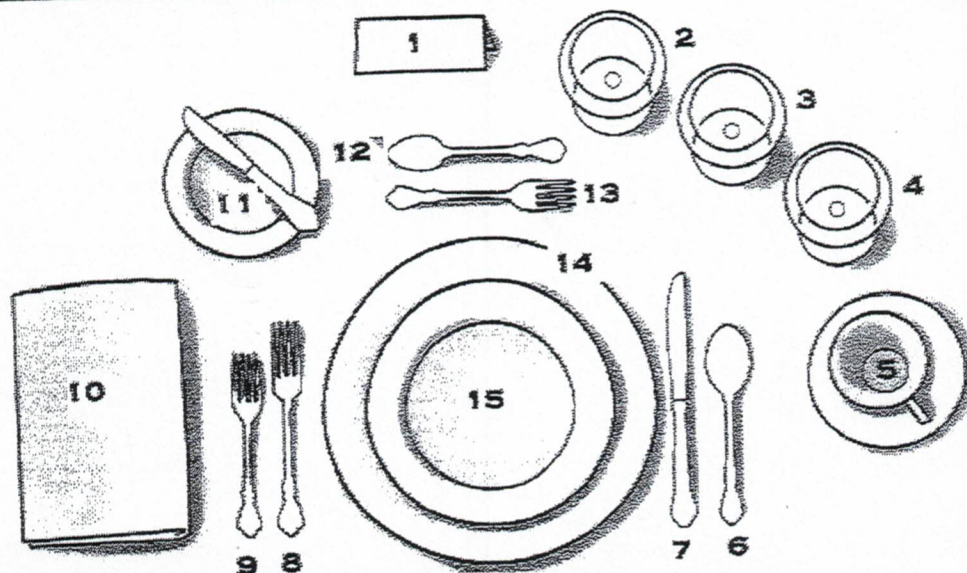
Match the Correct Vocabulary

- | | | | |
|----------|----------------------------|----------|--|
| <u>D</u> | Scullery | <u>A</u> | Metal buffet device used to keep food warm by heating it over warmed water |
| <u>C</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>G</u> | French Passing | <u>D</u> | Area for dirty dishware and glasses |
| <u>B</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>E</u> | Tray Jack | <u>G</u> | Style of dining in which the courses come out one at a time |

Name Janine Dunaway

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>X</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>X</u>	Wine Glass (White)
<u>X</u>	Water Glass		

Fill in the Blank

- The utensils are placed 2" inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? CREAMER, SUGAR, sugar substit
- Synchronized service is when: everything is brought out at same time
- What is generally indicated on the name placard other than the name? table number
- The Protein on a plate is typically served at what hour on the clock? 3 o'clock
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?
inform the chef

Acrobat

outsourcing

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First and Last Name: Janine Dunaway
Email: niniwvc@gmail.com
Phone number: 347-231-4453

Working Experience:

Company Name: PS 37

Dates of Employment: _____

Job Responsibility: Para Professional

- Teacher's Assistant
- Helped w/ disabled kids
- Patience
- Scheduling day to day activities

Company Name: Direct Care Worker

Dates of Employment: _____

Job Responsibility: Assisted living facility

- Dealt w/ disabled adults
- Prepped meals
- Served meals

Company Name: Private Home - Server

Dates of Employment: _____

Job Responsibility:

- Set up / Break down
- Mannerism / Professional
- Taking food/drink orders
- carrying trays / clean up

Skills

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-
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