

# Acrobat

outsourcing

Your Hospitality Staffing Professionals  
665 Third St., Suite 415 • San Francisco, CA 94107

First and Last Name: Shirley Gerton  
Email: gerton.shirley@gmail.com  
Phone number: (415) 332-1573

## Working Experience:

Company Name: Cruiser build  
Dates of Employment: June 2014 - Aug 2016  
Job Responsibility: Tennish

- - Hot Head and Tanning
- - took and completed customer orders
- - assisted with sales

Company Name: Tennish  
Dates of Employment: Dec 2012 - July 2014  
Job Responsibility:

- - took orders
- - on Bussier tables
- - served food / drinks
- - washed tables

Company Name: Apple  
Dates of Employment: Jan 2012 - June 2014  
Job Responsibility:

- - run register
- - orders
- - ordered in delivery
- - assisted with payroll

## Skills

- 
- 
- 
-

# Acropbat

600 Third St., Suite 418 • San Francisco, CA 94107  
 Your Hospitality Staffing Professionals  
 Outsourcing

First and Last Name: Shirley Cooper  
 Email: shirley.cooper@acropbat.com  
 Phone Number: (415) 338-1552

## Work Experience

Company Name: Concorde Bank  
 Dates of Employment: Active 2012 - August 16  
 Job Responsibility: Branch Manager

- Took and completed customer orders
- Assisted with sales
- Had good working relationship with staff

Company Name: First Union  
 Dates of Employment: 2005 - 2012  
 Job Responsibility: Branch Manager

- Took orders
- Assisted with sales
- Had good working relationship with staff
- Assisted with sales

Company Name: First Union  
 Dates of Employment: 2005 - 2012  
 Job Responsibility: Branch Manager

- Took orders
- Assisted with sales
- Had good working relationship with staff
- Assisted with sales

2012

**Multiple Choice**

- B 1) Food is served on what side with what hand?  
a) On the left side with the left hand  
b 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
- C 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 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 d) On the right side with the right hand
- A 4) What part of a glass should you handle at all times?  
a 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 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 d) Go back into the kitchen to the front of the line and inform the expeditor that you need a different entrée

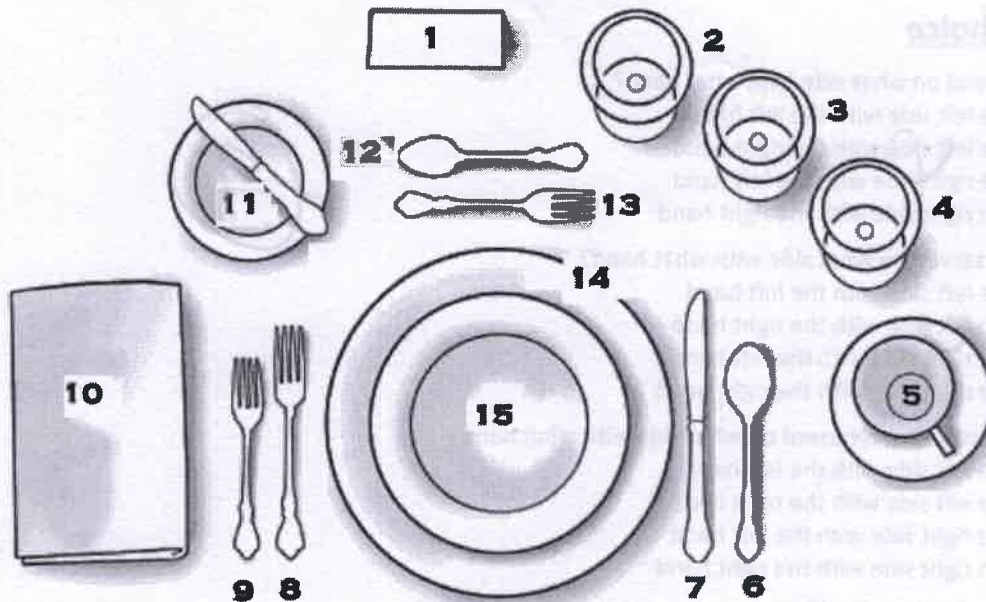
**Match the Correct Vocabulary**

- |                          |   |
|--------------------------|---|
| <u>D</u> Scullery        | A. Metal buffet device used to keep food warm by heating it over warmed water   |
| <u>A</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>F</u> Chaffing Dish   | <u>C</u> Used to hold a large tray on the dining floor  |
| <u>G</u> French Passing  | D. Area for dirty dishware and glasses  |
| <u>B</u> Russian Service | E. 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 Shirley Carter

**Servers Test**

Score / 35



**Match the Number to the Correct Vocabulary**

- |           |                       |           |                              |
|-----------|-----------------------|-----------|------------------------------|
| <u>10</u> | Napkin                | <u>6</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>3</u>  | Wine Glass (Red)             |
| <u>13</u> | Dessert Fork          | <u>9</u>  | Salad Fork                   |
| <u>4</u>  | Soup Spoon            | <u>14</u> | Service Plate                |
| <u>5</u>  | Salad Plate           | <u>2</u>  | Wine Glass (White)           |
| <u>2</u>  | Water Glass           |           |                              |

**Fill in the Blank**

- The utensils are placed 6 inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? milk and sugar
- Synchronized service is when: every one at the table is served simultaneously
- What is generally indicated on the name placard other than the name? Title
- The Protein on a plate is typically served at what hour on the clock? 6:00
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?  
list available options