

# JOSHUA GASKIN

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## SUMMARY

Food and Beverage worker with more than 1-year experience (15 months) in food & beverage preparation and service. Possessor of keen knowledge of wines, entrees, and responsibility of a successful waiter. Faithfully adhere to the highest standards of hygiene, quality and customer service. Aiming to leverage my knowledge to effectively performing duties at various events.

## WORK HISTORY

### June 2016 – Present

#### Special Events Staffing – VIP Catering Server/ Tray Passer/Food Runner/Busser

- Provide friendly, expedited, quality customer service to each VIP client and their guests.
- Answer questions about food options and make recommendations when requested.
- Ability to demonstrate complete knowledge of each menu item to guests.
- Effectively communicated with kitchen staff regarding customer allergies dietary needs and other special requests.
- Promptly served all food courses and alcoholic beverages to guests.
- Regularly checked on guests to ensure satisfaction with each food course and beverages

### Aug 2015 – Present

#### StaffWorkX – VIP Catering Server/ Tray Passer/Food Runner/Busser

- Set up tables, linens, chairs, and serving stations for full service banquet events.
- Serve foods and beverages in designated order and quickly remove dishes at end of each course, meal or function; replenish beverages and check with guests to ensure satisfaction.
- Explain menu items and food content to guests.
- Ensure consistency in preparation and presentation of food items.

### Jan 2006 – Nov 2012

#### Recreation Assistant - City of Rocklin

- Learned and applied City's policies, procedures, and organizational priorities related to facility use.
- Planned for scheduled events by verifying room set ups, keeping close contact with client prior to event, and prepared user contracts with necessary information.
- Responsible for all aspects of facilities during leased functions and guaranteed adherence to the user contracts.
- Composed written report of event outcomes.

## SUMMARY OF QUALIFICATIONS

- TIPS-Certified (2016)
- ServSafe Food Handler Certificate (2016)
- 1 year-experience in VIP/High Profile Food and Beverage services.
- Ability to memorize entire menu within workday, including ingredient combinations.
- Excellent ability to communicate in English both orally and in writing and to comprehend oral and written instructions.

## EDUCATION

- Sierra College – Associates Arts Degree, 2008 – 2010
- Cal State University Long Beach – Bachelor's Degree in Psychology – 2013 to Present

# JOSHUA GASKIN

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## SUMMARY

Food and Beverage Manager with more than 1 year experience (2 years experience in food & beverage industry) in a management and service role. Possessor of great knowledge of wines, beers, wines, and cocktails and extensive knowledge of food preparation and service. Familiarity with a wide variety of food preparation techniques and equipment usage. Able to handle multiple service areas to ensure efficiency.

## WORK HISTORY

### June 2016 - Present

Special Events Catering - VTP Catering Services LLC Food & Beverage Manager

- Provide leadership, organization, direction, and supervision of such VTP clients and their business.
- Answer questions and coordinate all food and beverage needs for each client.
- Ability to quickly communicate with clients to facilitate efficient delivery, needs and offers.
- Established relationships with local food delivery services.
- Profound understanding of food service and beverage preparation to ensure quality.
- Regularly ordered or placed to ensure satisfaction with each food order using previous.

### June 2016 - Present

Salvation Army - VTP Catering Services LLC Food & Beverage Manager

- Set up tables, linens, chairs, and service stations for all service needs.
- Same food and beverages in designated order and promptly remove dishes at end of each course, meal or function to ensure quality service and cleanliness.
- Explain menu items and food offerings to guests.
- Ensure consistency in presentation and preparation of food items.

### July 2008 - May 2016

Restaurant Assistant - City of Rocklin

- Learned and applied City's policies, procedures, techniques, and guidelines pertaining to service area.
- Planned for upcoming events by developing menu for the area, including special items with clients.
- Setup and prepared set courses with consistency in presentation.
- Responsible for all aspects of service during busy seasons and during service interruptions.
- Used creativity.
- Completed written report of event outcomes.

## SUMMARY OF QUALIFICATIONS

- High School Graduate (2016)
- Staggered Food Handler Certification (2016)
- Food Handler Certification in VTP-Hip Hop LLC Food and Beverage Services
- Ability to communicate effectively with coworkers, including independent contractors.
- Excellent skills in communication in English both orally and in writing and of commanding attention.
- Written communication.

## EDUCATION

- Sierra College - Associate Arts Degree, 2008 - 2016
- Cal State University Food Safety - Bachelor's Degree in Psychology - 2013 to Present

**Servers Test**

**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

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 dinning 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**

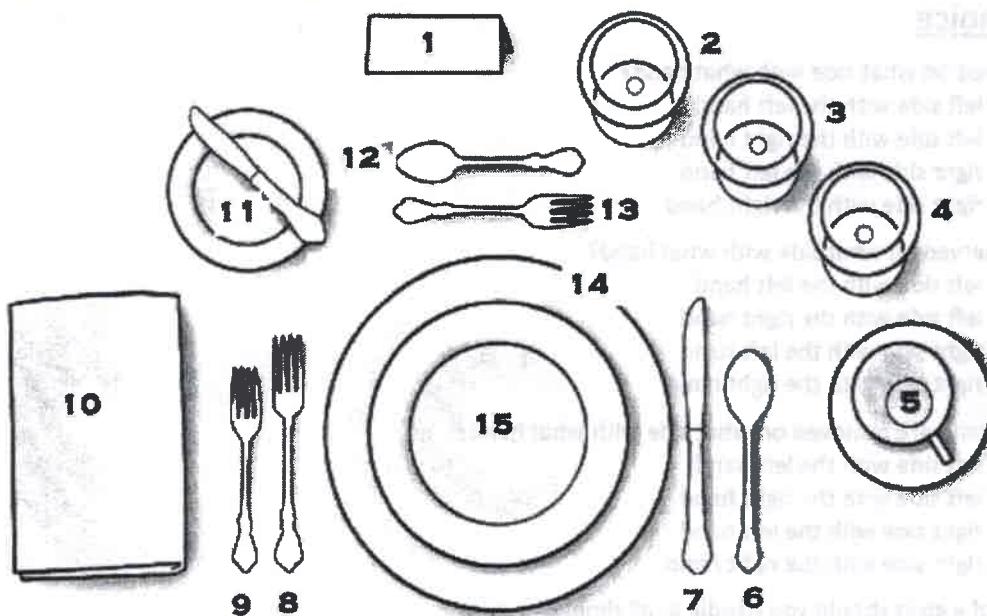
D Scullery  
E Queen Mary  
A Chaffing Dish  
G French Passing  
B Russian Service  
F Corkscrew  
C Tray Jack

A. Metal buffet device used to keep food warm by heating it over warmed water  
B. 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)  
C. Used to hold a large tray on the dining floor  
D. Area for dirty dishware and glasses  
E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored  
F. Used to open bottles of wine  
G. Style of dining in which the courses come out one at a time

Name \_\_\_\_\_

Score / 35

**Servers Test**



**Match the Number to the Correct Vocabulary**

10 Napkin

11 Bread Plate and Knife

16 Name Place Card

12 Teaspoon

13 Dessert Fork

6 Soup Spoon

15 Salad Plate

24 Water Glass

8 Dinner Fork

5 Tea or Coffee Cup and Saucer

7 Dinner Knife

34 Wine Glass (Red)

9 Salad Fork

14 Service Plate

4 Wine Glass (White)

**Fill in the Blank**

1. The utensils are placed 1/2 inch inch (es) from the edge of the table.
2. Coffee and Tea service should be accompanied by what extras? Creamer, sugars, 1st. 10/15,
3. Synchronized service is when: Team of 5 serves 10 top table at once
4. What is generally indicated on the name placard other than the name? Reserve
5. The Protein on a plate is typically served at what hour on the clock? 6' o'clock
6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately? Tell zone captain (so they can let kitchen know).