

# Interview Note Sheet

## Applicant Information

Name: <u>Kisha Beasley</u>	Interviewer: <u>Donna Nickee</u>
Date: <u>4/10/17</u>	Rate of Pay: <u>\$12.00</u>
Position(s) Applied for: <u>Catering Attendant/Hostess</u>	Referred by: <u>Denise Barton</u>

Test Scores						Seeking:
Server	/35	%	Bartender	/30	%	
Prep Cook	/15	%	Barista	/10	%	
Grill Cook	/40	%	Cashier	/10	%	
Dishwasher	/10	%	Housekeeping	/16	%	

Full-Time

Part-Time

## Relevant Experience & Summary of Strengths

Total of \_\_\_\_\_ in Food Service

Worked for KMK about 1 yr.  
 - Catering Attendant (Sodexo Property)  
 - Buffet Server - Grand Central  
 - Utility (not interested)

Has her own transportation  
 willing to travel 30-45 minutes

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

PM only

Weekdays only

Weekends only

## 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 Acrobat Academy?

Convention Candidate?

Other Languages Spoken:

# Acrobat

outsourcing

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

First and Last Name: Kisha Beasley  
Email: 1971KishaYoung@gmail.com  
Phone number: 908 414 6188

### Working Experience:

Company Name: Integrity Staffing / Amazon

Dates of Employment: 2016 - 2017

Job Responsibility:

- Place orders in a bin
- take orders out of bin to be place in box
- take box put on conveyor belt to go out for shipping
- 

Company Name: KMK Staffing

Dates of Employment: 2015 - 2016

Job Responsibility:

- Serving for Corporate dinner parties @ Honeywell
- Hostessing for Corporate breakfast and Snacks at Honeywell
- Serving for Grand Centorid dinner parties
- 

Company Name: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_

Job Responsibility:

- 
- 
- 
- 

### Skills

- Serving
- Hostessing
- Typing
- Computer literate

**Servers Test**

**Multiple Choice**

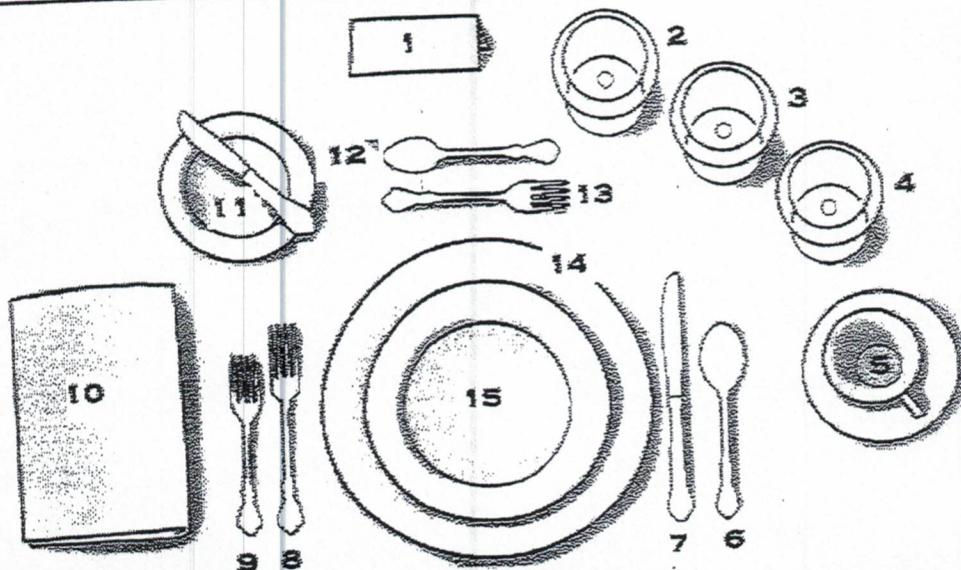
- 1) Food is served on what side with what hand?
  - a) On the left side with the left hand
  - b) On the left side with the right hand
  - c) On the right side with the left hand
  - d) On the right side with the right hand
  
- 2) Drinks are served on what side with what hand?
  - a) On the left side 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
  
- 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
  
- 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
  
- 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>b</u>	Queen Mary
<u>a</u>	Chaffing Dish
<u>e</u>	French Passing
<u>g</u>	Russian Service
<u>f</u>	Corkscrew
<u>c</u>	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

Servers Test



Match the Number to the Correct Vocabulary

10

Napkin

11

Bread Plate and Knife

12

Name Place Card

13

Teaspoon

14

Dessert Fork

15

Soup Spoon

6

Salad Plate

2

Water Glass

8

Dinner Fork

5

Tea or Coffee Cup and Saucer

7

Dinner Knife

3

Wine Glass (Red)

9

Salad Fork

15

Service Plate

4

Wine Glass (White)

Fill in the Blank

1. The utensils are placed \_\_\_\_\_ inch (es) from the edge of the table.
2. Coffee and Tea service should be accompanied by what extras? cream a sugar
3. Synchronized service is when: all together
4. What is generally indicated on the name placard other than the name? menu choice
5. The Protein on a plate is typically served at what hour on the clock? \_\_\_\_\_
6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately? tell chef