

lyana Young  
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TUES 2  
2:30PM

### **Professional Overview**

To obtain a position in the work force where I can demonstrate my skills, development and experience as well as grow in the work industry.

### **EXPERIENCE**

**City Green** , 171 Grove Street ,Clifton NJ— :(973) 869-4086 *Crew member , part time cashier*

June 30th, 2014 - August 15th, 2015

Junior Crew Leader/Crew member - taking care of children from the hours of 8am - 3pm,Teaching children about organic life values, plants , eating healthy and having fun while doing so. Part time cashier - Selling farm grown products to all local customers.

**Wize Guyz Pizzeria** , 353 crooks ave, Clifton NJ(973) 772-3535 — *Manager*

July 28th 2015 - Present

**Jackson Hewitt tax office** , 79 Union Blvd , Totowa NJ

January 2017 - March 2017 (seasonal)

Customer service representative.

**Marketing sales Brand ambassador ( Team Lead )**

March 2017 - present

Marketing indian cuisine all over the northern Nj area as the team lead in which I am in charge of all weekend shows and sales.

### **SKILLS**

**CPR certified , Communication skills, Research skills, Leadership / management skills, Teamwork skills, Adaptability Flexibility**

### **AWARDS**

Employee Of the Month

### **EDUCATION** **Passaic County Technical Institute** , 45 Reinhardt Rd, Wayne NJ

William Paterson University ( Fall 2017)

**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

B

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

C

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

B

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

A Queen Mary

C Chaffing Dish

B French Passing

G Russian Service

F Corkscrew

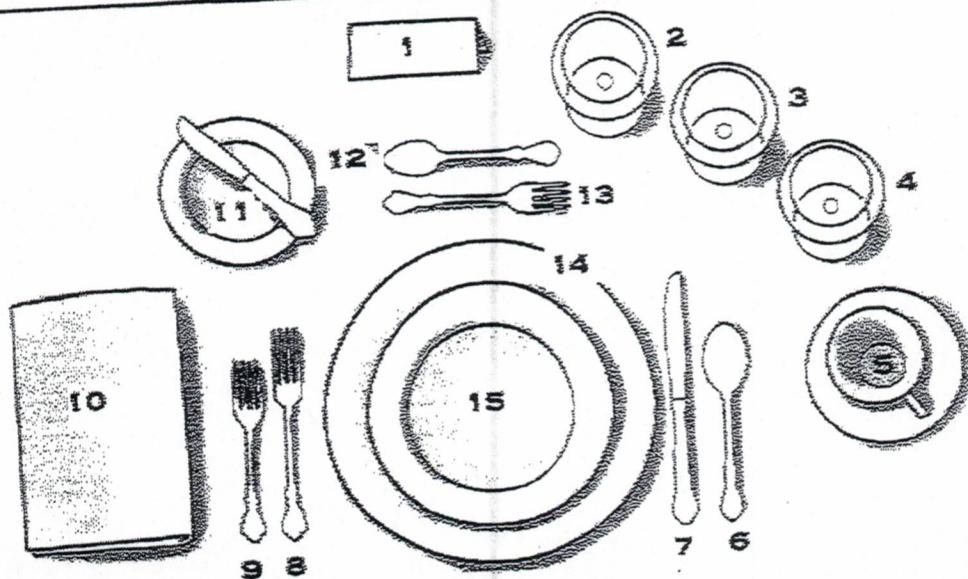
E ~~Tray Jack~~

- 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

24/35

68%

**Servers Test**



Match the Number to the Correct Vocabulary

<u>10</u>	Napkin
<u>11</u>	Bread Plate and Knife
<u>12</u>	Name Place Card
<u>13</u>	Teaspoon
<u>14</u>	Dessert Fork
<u>15</u>	Soup Spoon
<u>16</u>	Salad Fork
<u>17</u>	Salad Plate
<u>18</u>	Water Glass

<u>8</u>	Dinner Fork
<u>5</u>	Tea or Coffee Cup and Saucer
<u>7</u>	Dinner Knife
<u>18</u>	Wine Glass (Red)
<u>9</u>	Salad Fork
<u>14</u>	Service Plate
<u>12</u>	Wine Glass (White)

Fill in the Blank

1. The utensils are placed 3 1 inch (es) from the edge of the table.

2. Coffee and Tea service should be accompanied by what extras? Sugar and cream.

3. Synchronized service is when: A very fancy and professional way of serving food.

4. What is generally indicated on the name placard other than the name? the table number

5. The Protein on a plate is typically served at what hour on the clock? 7 or 8 6

6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately? ASK the cook if he can accommodate the guest.

# Interview Note Sheet

## Applicant Information

Name: <u>Nana Young</u>	Interviewer: <u>Jo Peir</u>
Date: <u>05/09/17</u>	Rate of Pay: <u>\$12</u>
Position(s) Applied for: <u>Server</u>	Referred by: <u>Craigslist</u>

## Test Scores

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

Seeking:

Full-Time

Part-Time

## Relevant Experience & Summary of Strengths

Currently in school, graduating in June 22nd  
 Only available Mon-Thurs after class (1pm)  
 After school year, open Mon-Thurs.

- ~~Wing~~ Guyz Pizzeria  
 • Clifton  
 • manager  
 • 2015 - present.

- Jackson Hewitt  
 (seasonal tax, \*customer rep)

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

→ Suhkis → Indian cuisine marketing.  
 Vendor trade shows  
 @ costcos all over NJ/NY. (weekends)

- up to 1 hour distance travel

P.O.S. Experience: Y / N details: \_\_\_\_\_

## Transportation

<input checked="" type="checkbox"/> Car	<input type="checkbox"/> Public Transit	<input type="checkbox"/> Carpool ( Rider / Driver )
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## Regions Available to work:

<input checked="" type="checkbox"/> North NJ	<input checked="" type="checkbox"/> Paterson	<input type="checkbox"/> South NJ	<input type="checkbox"/> Central NJ	<input type="checkbox"/> Jersey Shore
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## Certifications (if any)

<input type="checkbox"/> TIPS	<input type="checkbox"/> Serv-Safe	<input type="checkbox"/> LEAD	<input type="checkbox"/> Other _____	<input type="checkbox"/> Will Submit
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## Availability

<input type="checkbox"/> Open	<input type="checkbox"/> AM only	<input type="checkbox"/> PM only	<input type="checkbox"/> Weekdays only	<input type="checkbox"/> Weekends only
<i>Details:</i> Mon - Thurs	<i>after 1pm</i>			

## Uniforms Owned:

<input checked="" type="checkbox"/> Bistro	<input checked="" type="checkbox"/> Black Bistro	<input type="checkbox"/> Tuxedo	<input type="checkbox"/> 1/2 Tuxedo	<input type="checkbox"/> Black Vest	<input type="checkbox"/> Long Black Tie
<input type="checkbox"/> Chef Coat	<input type="checkbox"/> Chef Pants	<input type="checkbox"/> Knives	<input checked="" type="checkbox"/> Black Pants	<input type="checkbox"/> Non-Slip Shoes	<input type="checkbox"/> Bow Tie

Would you recommend this applicant for Acrobat Academy? \_\_\_\_\_

Convention Candidate? \_\_\_\_\_

Other Languages Spoken: \_\_\_\_\_