

Interview Note Sheet

Applicant Information

Name: <u>Mylee Greene</u>	Interviewer: <u>Y. [unclear]</u>
Date:	Rate of Pay: <u>\$10</u>
Position (s) Applied for: <u>Server</u>	Referred by: <u>Woke in - Craigslist</u>

Test Scores

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

Seeking:

Full-Time

Part-Time

Relevant Experience & Summary of Strengths

Total of _____ in Food Service/Hospitality

Server Red Lobster
Catering bartending
White & Green
Mon-Thurs and Shift
1500 day notice

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

Transportation

Car

Public Transit

Carpool (Rider / Driver)

Regions Available to work:

Polk County

Des Moines

West Des Moines

Dallas County

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:

Servers Test

Score / 35

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 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

D Scullery

C Queen Mary

a Chaffing Dish

B French Passing

G Russian Service

F Corkscrew

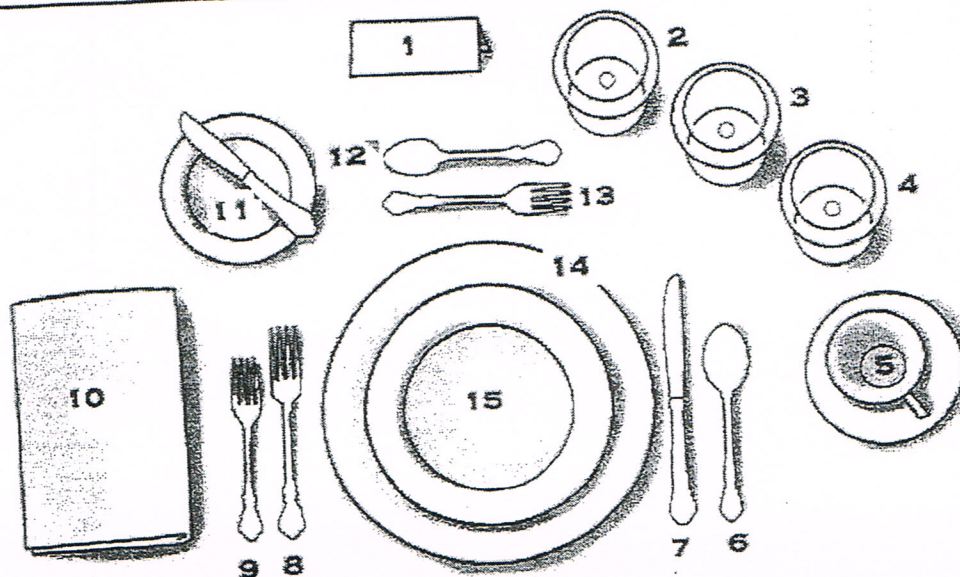
C Tray Jack

- 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 _____

Servers Test

Score / 35



Match the Number to the Correct Vocabulary

10
11
1
12
13
6
15
4

Napkin
Bread Plate and Knife
Name Place Card
Teaspoon
Dessert Fork
Soup Spoon
Salad Plate
Water Glass

8
5
7
2
9
14
3

Dinner Fork
Tea or Coffee Cup and Saucer
Dinner Knife
Wine Glass (Red)
Salad Fork
Service Plate
Wine Glass (White)

Fill in the Blank

- The utensils are placed _____ inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? Cream Sugar
- Synchronized service is when: at same time
- What is generally indicated on the name placard other than the name? Choice of meat
- 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?
Supervise

Acrobat

outsourcing

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First and Last Name: Myke Greene @ aol. com
Email: mykegreene @ aol. com
Phone number: (515) 318-0941

Working Experience:

Company Name: Red Lobster
Dates of Employment: November 2016 - Current
Job Responsibility:

- - Serving
- - Hosting
- - Bartending
- -

Company Name: Finlay Fine Jewelry
Dates of Employment: Sept 2014 - 2017
Job Responsibility:

- - Sales
- - Inventory
- - Jewelry Repairs
- -

Company Name: Loma Reads
Dates of Employment: 2012-2014
Job Responsibility:

- - GED + ACT prep courses
- -
- -
- -

Skills

- - Basic Cognitive Skills
- - Customer Service
- -
- -