

# MORGAN DIXON

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## RELEVANT WORK EXPERIENCE

### **BOLD CATERING**

SERVER | ATLANTA, GA | DECEMBER 2015 - APRIL 2017

- Assisted in serving, table set up, and table clearing in readiness for the next course
- Greeted and escorted guest to their tables and provided menu
- Prepared and served beverages

### **ATWATERS**

SERVER | BALTIMORE, MD | JUNE 2013- SEPTEMBER 2013

- Customer Service including table service and cashier duties
- Stocked retail items
- Maintained store front appearance

## SKILLS

- Great attention to detail
- Excellent customer service
- Learns & Moves quickly and efficiently
- Ability to memorize entire menu within a day
- Familiarity with restaurant POS
- Ability to upsell menu items to customers

## EDUCATION

- Bachelor of Arts in Film and Television Production with a minor in Visual effects, June 2013 - Savannah College of Art and Design (SCAD-Atlanta)

## REFERENCES

- Courtney Eguzo | Server at Atwater | 443-823-6551
- Allen Jordan | Server at Bold Catering | 678-287-9155
- Solomon Fobb | Costume Designer & Supervisor | 818-434-1371



Multiple ChoiceB

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 VocabularyD

Scullery

A. Metal buffet device used to keep food warm by heating it over warmed water

E

Queen Mary

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)

A

Chaffing Dish

C. Used to hold a large tray on the dining floor

B

French Passing

D. Area for dirty dishware and glasses

G

Russian Service

E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored

F

Corkscrew

F. Used to open bottles of wine

C

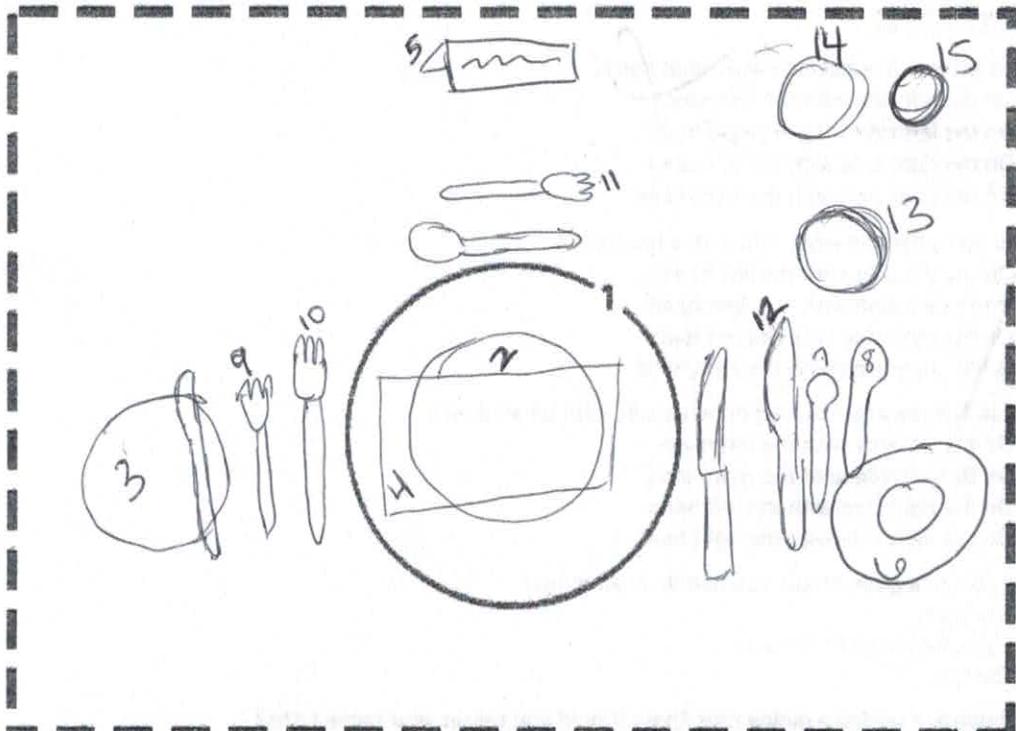
Tray Jack

G. Style of dining in which the courses come out one at a time

Name Morgan Dixon

Servers Test

Score / 35



Draw a formal place setting containing all of the following:

1. Service Plate	7. Teaspoon	13. Water Glass
2. Salad Plate	8. Soup Spoon	14. Red Wine Glass
3. Bread Plate & Knife	9. Salad Fork	15. White Wine Glass
4. Napkin	10. Dinner Fork	
5. Name Place Card	11. Dessert Fork	
6. Tea/Coffee Cup & Saucer	12. Dinner Knife	

Fill in the Blank

1. The utensils are placed thumb length inch (es) from the edge of the table.
2. Coffee and Tea service should be accompanied by what extras? Sugar and creamer
3. Synchronized service is when: each table is served at the same time
4. What is generally indicated on the name placard other than the name? table number
5. The Protein on a plate is typically served at what hour on the clock? 9:00
6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?  
Inform the expeditor in the kitchen