

Interview Note Sheet

Applicant Information

Name:	Interviewer:
Date:	Rate of Pay:
Position (s) Applied for: <i>Server / cashier</i>	Referred by:

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

Relevant Experience & Summary of Strengths	
<p><i>Total of _____ in Food Service</i></p> <p><i>Works weekends @ Turtleback Zoo</i></p> <p><i>- food prep -</i></p> <p><i>- Cashier -</i></p> <p><i>Schedule changes - works as a PT</i></p> <p><i>tech part time</i></p> <p><i>call w/ scheduler - She will work whenever</i></p> <p><i>she is free</i></p>	

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

Transportation			
Car	Public Transit	Carpool (Rider / Driver)	

Regions Available to work:			
<i>North NJ</i>	<i>South NJ</i>	<i>Central NJ</i>	<i>Jersey Shore</i>

Certifications (if any)				
TiPS	Serv-Safe	LEAD	Other _____	Will Submit

Availability				
Open	AM only	PM only	Weekdays only	Weekends only

Details: _____

Uniforms Owned:							
<i>Bistro</i>	<i>Black Bistro</i>	<i>Tuxedo</i>	<i>1/2 Tuxedo</i>	<i>Black Vest</i>	<i>Long Black Tie</i>		
<i>Chef Coat</i>	<i>Chef Pants</i>	<i>Knives</i>	<i>Black Pants</i>	<i>Non-Slip Shoes</i>	<i>Bow Tie</i>	<i>Other:</i> _____	

Would you recommend this applicant for Acrobat Academy?	Convention Candidate?	Other Languages Spoken:
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Servers Test

Multiple Choice

B

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

C

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

B

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

B

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

E Scullery

- 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

C Queen Mary

D Chaffing Dish

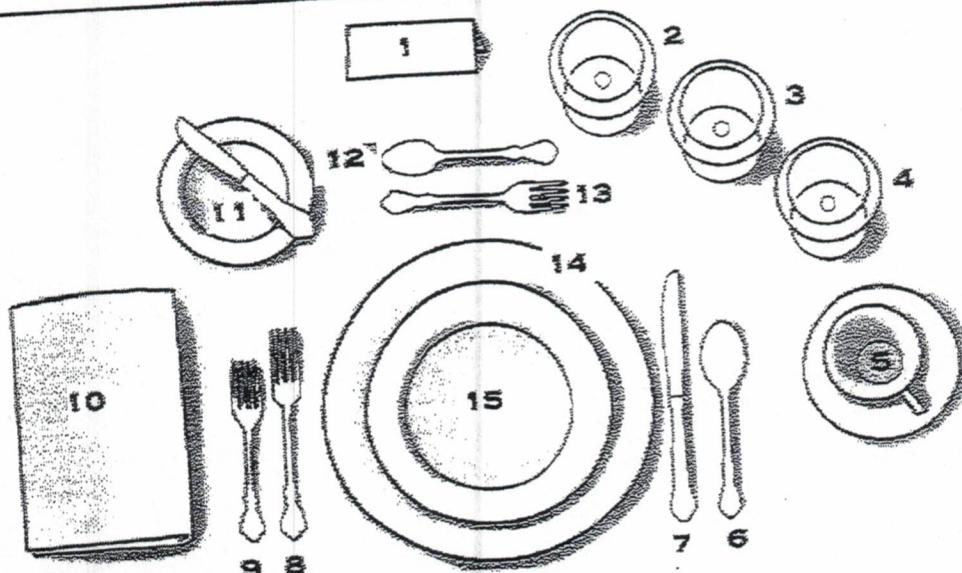
G French Passing

B Russian Service

F Corkscrew

A Tray Jack

Servers Test



Match the Number to the Correct Vocabulary

10	Napkin
11	Bread Plate and Knife
1	Name Place Card
6	Teaspoon
13	Dessert Fork
12	Soup Spoon
15	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 2 inch (es) from the edge of the table.

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

3. Synchronized service is when: _____

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

5. The Protein on a plate is typically served at what hour on the clock? Top hour

6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?
Let them know the specialty dinners for the night