

# **MAXCINA NJORGE**

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## **HOSPITALITY EXPERIENCE**

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- 2010 – 2011** Server, **Le Pain Quotidien, New York, NY**
- Served mainly during weekend brunch hours
  - Waited on patrons, in-house and via phone orders
  - Performed opening and closing procedures
- 2008 - 2009** Hostess, **RIINGO RESTAURANT, New York, NY**
- Assisted managers with operations, maintenance et al
  - Seated and assisted dining & bar guests
  - Managed reservations on POS system
- 2007 - 2008** Server, **CREPES ON COLUMBUS, New York, NY**
- Served mainly during weekend brunch 8-9 hr shifts
  - Waited on patrons, in-house & via phone orders
  - Performed register sales reconciliation, end-of-day transactions
  - Maintained and ordered restaurant stock and food supplies
- Fall, 2007** Cater-waiter, **PRIVATE PARTY, HARLEM, NY**
- Provided waiter services at private bon-voyage party in Harlem brownstone
  - Contributed to food prep & event set-up and break-down
- 2005 - 2006** Cater-waiter, **CTI HOSPITALITY, New York, NY**
- Provided waiter service at corporate and private events
  - Assisted w/food prep and event set-up & break-down
- 1996 – 2000** Cater-waiter, **THE JOYCE THEATRE, New York, NY**
- Assisted Theater Manager as assistant house manager
  - Provided cater-waiting services for post-performance receptions & special events
  - Acted as bartender (beer & wine) while providing concessions service

## **EDUCATION**

**UCLA, Los Angeles, CA – Dance, Political Science**

**Crossroads School - Arts & Sciences, Santa Monica, CA -- HS Diploma, Latin, Theater & Dance focii**





**THE SERVICE  
COMPANIES**

SERVICE. ABOVE ALL

Name Maxina Njorge

## Servers Test

Score 32/35

### 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

3

91%

### Match the Correct Vocabulary

- |                          |   |
|--------------------------|---|
| <u>D</u> Scullery        | A. Metal buffet device used to keep food warm by heating it over warmed water   |
| <u>E</u> 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) |
| <u>A</u> Chaffing Dish   | C. Used to hold a large tray on the dining floor  |
| <u>B</u> French Passing  | D. Area for dirty dishware and glasses  |
| <u>B</u> Russian Service | E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored   |
| <u>F</u> Corkscrew       | F. Used to open bottles of wine   |
| <u>C</u> Tray Jack       | G. Style of dining in which the courses come out one at a time  |



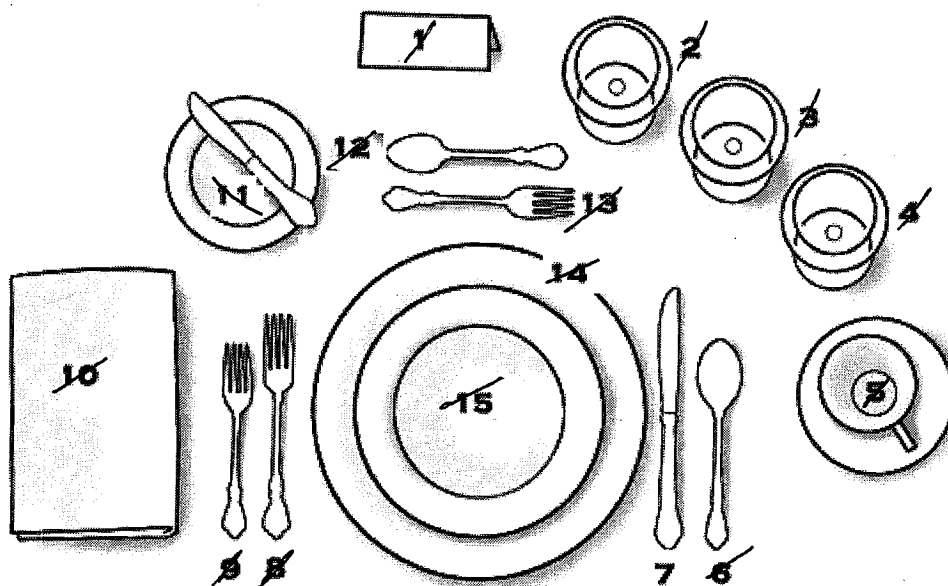
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## Servers Test

Score /35



### Match the Number to the Correct Vocabulary

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

### Fill in the Blank

- The utensils are placed 1 6 inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? Sugar + cream, lemon slices
- Synchronized service is when: servers bring out pre-selected entrees en masse
- What is generally indicated on the name placard other than the name? The table number or relation 2 host
- The Protein on a plate is typically served at what hour on the clock? 6 o'clock
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?  
Write it down and communicate it to the kitchen.