

## Summary

Organized, independent worker with strong time management skills. Hardworking, punctual, team player, non-smoking and highly motivated person. Experienced server bringing enthusiasm, dedication and an exceptional work ethic. High energy and outgoing with a dedication to positive guest relations.

## Highlights

- Highly responsible and reliable
- friendly and kind
- motivates others
- skills - strong customer service skills
- resourceful and self-motivated
- upbeat, outgoing and positive
- openly express ideas
- communication and team
- bartending experience

## Experience

**2017 October – 2018 May**      **Catering server**  
**Blue angel cafe**      **—**      **South**

### **Lake Tahoe, CA**

- Prepared tables for customer use, including rearranging seating and tables to accommodate large groups
- Wiped down and clean tables, chairs and dining area
- Work with wait staff to handle all customer needs

**2017 February – June**      **Server**  
**Stateline Brewery**      **—**

### **South Lake Tahoe, CA**

- Delivered friendly and fast service
- Answered questions about menu selection, and made recommendations when requested
- Collect payments and balance transactions with receipts
- Regularly checked on guests to ensure satisfaction with each food and beverages

**2016 February - September**      **EXPO and server**  
**Blue Angel Cafe**      **--**

### **South Lake Tahoe, CA**

- Greeting new guest to table and give information about specials, place water on table
- Rearrange tables for big group
- Assisted with banquet setups for special events
- Taking orders, ensured high guest check averages by suggesting and selling additional food and beverage items
- Respond inquiries regarding meal preparation and service
- other special requests

## Languages

- 1) English
- 2) Spanish (fluency in reading/writing/speech, high level of comprehension and ability to actively participate in working activities executed in Spanish if required)



**Multiple Choice**

- 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
- 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
- 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
- 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
- 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
- 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**

E Scullery  
 A Queen Mary  
 D 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



Score / 35

Match the Number to the Correct Vocabulary

8	Dinner Fork
5	Tea or Coffee Cup and Saucer
7	Dinner Knife
3	Wine Glass (Red)
9	Salad Fork
14	Service Plate
2	Wine Glass (White)

10 Napkin  
11 Bread Plate and Knife  
1 Name Place Card  
12 Teaspoon  
13 Dessert Fork  
6 Soup Spoon  
15 Salad Plate  
7 Water Glass

Fill in the Blank

1. The utensils are placed \_\_\_\_\_ inch (es) from the edge of the table.
2. Coffee and Tea service should be accompanied by what extras? \_\_\_\_\_
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? \_\_\_\_\_
6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?

Ask if he or have one and bring it back to them if so.