

Jasmine J. Andrews

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OBJECTIVE:

To secure a position with a progressive organization where professional growth is the result of demonstrated ability in team building, project management, customer focus, and quality assurance.

WORK EXPERIENCE:

2018- 2019 Wholefoods Market Buckhead, Ga

- Monitors product quality and freshness and ensures proper product rotation.
- Logs, processes, and retrieves customer special orders.
- Completes spoilage, sampling, temperature, and sweep worksheets as required.
- Follows department procedures for preparing, storing, rotating, and stocking of product.
- May assist in training of new Team Members, utilizing all learning checklists and training materials.

2017- 2018 Krystal Roswell, Ga

- Hire and train sales associates to work on the floor as well as in receiving
- Allow your knowledge of emerging and consistent trends to inform purchasing and inventory decisions and solutions
- Continually advance your product knowledge and that of other employees
- Maintain accurate customer records for loyalty program
- Manage and evaluate revenue and expense reports
- Become liaison with corporate office and use contacts to promote the business and align with brand values

2015-2017 Wipro Atlanta,GA

- Obtains client information by answering telephone calls; interviewing clients; verifying information.
- Determines eligibility by comparing client information to requirements.
- Establishes policies by entering client information; confirming pricing.
- Informs clients by explaining procedures; answering questions; providing information.
- Maintains communication equipment by reporting problems.
- Maintains and improves quality results by adhering to standards and guidelines; recommending improved procedures.
- Updates job knowledge by studying new product descriptions; participating in educational opportunities.
- Accomplishes sales and organization mission by completing related results as needed.

EDUCATION:

2010 - 2011 *Infant/Child Development* Fort Valley State University, Fort Valley, GA
2006 - 2010 *College Preparatory Diploma* Lakeside High School, Atlanta, GA

References available upon request

Name Jasmine Andrews

Servers Test

Score 25 / 35

Multiple Choice

- D 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
- A 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
- A 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

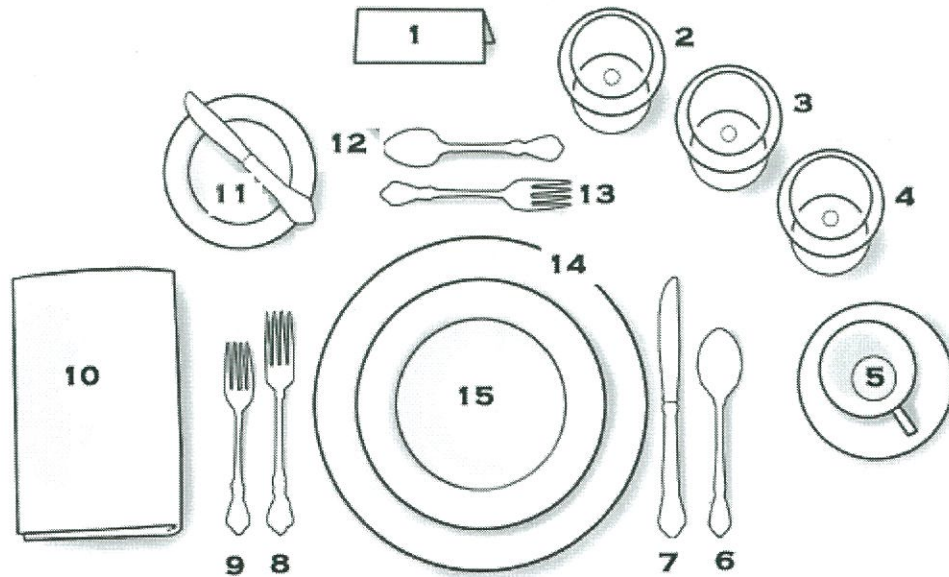
Match the Correct Vocabulary

- | | | | | |
|---------------------|-----------------|---|----------|--|
| <u>D</u> | Scullery | ✓ | A. | Metal buffet device used to keep food warm by heating it over warmed water |
| <u>E</u> / <u>B</u> | Queen Mary | X | 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 | ✓ | <u>C</u> | Used to hold a large tray on the dining floor |
| <u>B</u> / <u>E</u> | French Passing | X | <u>D</u> | Area for dirty dishware and glasses |
| <u>G</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 | ✓ | <u>F</u> | Used to open bottles of wine |
| <u>C</u> | Tray Jack | ✓ | <u>G</u> | 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 Napkin ✓
11 Bread Plate and Knife ✓
1 Name Place Card ✓
12 Teaspoon ✓
13 Dessert Fork ✓
6 Soup Spoon ✓
15 Salad Plate ✓
4 Water Glass ✓

- 8 Dinner Fork ✓
5 Tea or Coffee Cup and Saucer ✓
7 Dinner Knife ✓
2/3 Wine Glass (Red) ✗
9 Salad Fork ✓
14 Service Plate ✓
3/12 Wine Glass (White) ✗

Fill in the Blank

1. The utensils are placed 8 | 1 inch (es) from the edge of the table. ✓
 2. Coffee and Tea service should be accompanied by what extras? Sugar / half & half ✓
 3. Synchronized service is when: Everything is in sync ✓
 4. What is generally indicated on the name placard other than the name? Date / meal ✓
 5. The Protein on a plate is typically served at what hour on the clock? 6 ✓
 6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately? Notify the Chef ✓