



# Tra'Shawn Pettaway

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## SUMMARY

To obtain a position that will enable me to use my strong organizational skills, educational background and to show my ability to work well with people; as well as to enhance my skills and further my work experience.

## EXPERIENCE

### Bartender

Twisted Soul Cookhouse And Pours ( January 2019-Present)  
Hudson Grille Midtown- 942 Peachtree St (April 2014-December 2018)  
Yard House- 261 19th Street Northwest (October 2013- June 2014)

### Food Runner/ Hostess

Atlanta ChopHouse and Brewery - 6000 N Terminal Pkwy Atlanta, GA  
(October 2012 -September 2014)

## JOB DESCRIPTION

Warmly and graciously greets all guests upon arrival. Have a thorough knowledge of restaurant. Deliver professional, courteous, and efficient service to Guests. Offer suggestions by using suggestive selling techniques. Follow the established table service procedures. Pre-bus and maintain tables. Complete assigned side work and duties. Present Guests their check and settle payment. Practice teamwork by helping co-workers.

## EDUCATION

International School of Skin and Nails  
Esthetics August 2018-Present

## SKILLS

- Active Listening
- Service Orientation
- Persuasion
- Active Learning
- Learning Strategies
- Open Tables /Micros/ Aloha
- Reading Comprehension

## REFERENCES

Available upon request.

Wed e 11:30<sup>6</sup>  
8/7/19

**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

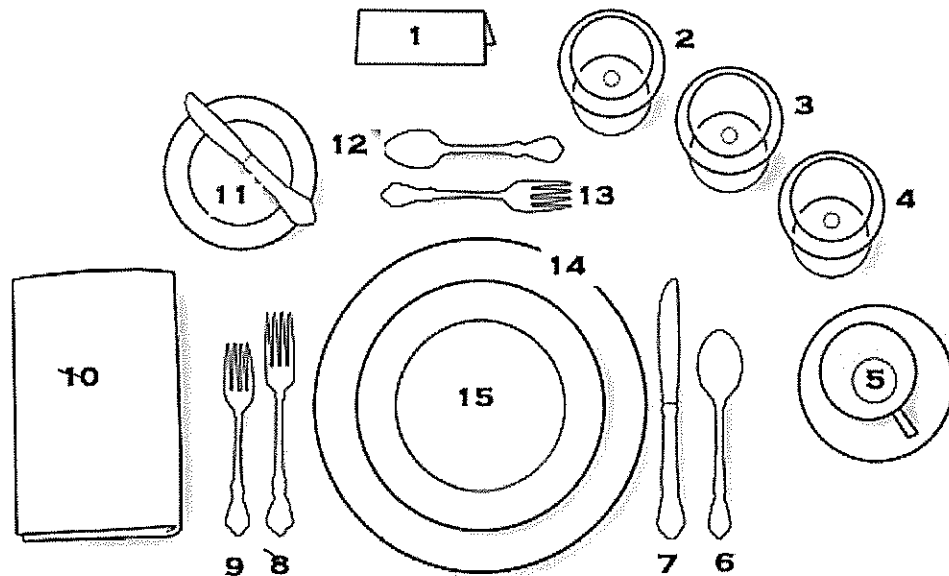
**Match the Correct Vocabulary**

- |                          |   |
|--------------------------|---|
| <u>d</u> Scullery        | <del>A</del> 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   | <del>C</del> Used to hold a large tray on the dining floor  |
| <u>b</u> French Passing  | D. 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       | <del>F</del> Used to open bottles of wine   |
| <u>c</u> Tray Jack       | <del>G</del> 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**

- |           |                       |           |                              |
|-----------|-----------------------|-----------|------------------------------|
| <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>4</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>2</u>  | Water Glass           |           |                              |

**Fill in the Blank**

- The utensils are placed 2 inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? Sweeteners & cream
- Synchronized service is when: Everything comes out at once
- What is generally indicated on the name placard other than the name? \_\_\_\_\_
- 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?  
Tell the chef / Kitchen