

Interview 9/11/19  
@ 12pm

## Jan Carlos Alberti

5 Kravchenok St | Parlin, NJ 08859

Cell: (732) 710-2760

AlbertiJan@Gmail.com

LM: 9/9/19

4:30pm

Focused server with experience in providing exceptional guest services during private events and banquets. Dedicated to creating and delivering unique customer experiences while upholding service standards and organizational mission. Knowledgeable of safety food handling protocols and workplace safety practices. Looking to apply formal training and hands-on experience to secure a server/bartender position with a reputable restaurant or catering company.

### Core Qualifications

- Banquet and Catering Services
- Customer Service
- Food Preparation and Handling
- Inventory Management
- Event Setup and Breakdown
- French Dining Experience

### Professional Experience

#### Oliver Cheng Catering

*BANQUET SERVER/Bartender*

01/19/2012-Present  
New York, NY

- Set up tables, linens, chairs, and serving stations for full service banquet events.
- Maintain clean and organized dining area to facilitate workflows and minimize safety hazards.
- Greet and welcome guests, and respond to specific requests in courteous manner.
- Serve beverage and foods in designated order and quickly remove dishes at end of each course, meal, or function; replenish beverages and check with guests to ensure satisfaction.
- Reset banquet as specified by supervisor to ensure readiness for other functions.

#### Model Bartenders

*CATERING SERVER/ Bartender*

06/21/2012-Present  
New York, NY

- Assembled and delivered food and supplies for catered functions to scheduled locations; prepared hors d'oeuvres, sandwiches, deli platters, and salads.
- Set up buffet tables, and food, beverage, and service items; ensured food items had identifiers or menus; kept display equipment, buffets, and tables clean and free of debris.
- Quickly served customer food and beverages, and followed up with customers to ensure satisfaction or resolve issues.
- Cleaned and packed unused food dishes, utensils, and equipment for removal back to kitchen.



## **Education**

**Bachelor of Science: Business, Rutgers University New Brunswick, NJ - 2014**



# Interview Note Sheet

Name: <u>Jan Carlos Alberti</u>	Interviewer: <u>Jo Paik</u>
Date: <u>9/11/2019</u>	Rate of Pay: <u>\$15</u>
Position (s) Applied for: <u>Server/Bartender</u>	Referred by: <u>Craigslist</u>

Test Scores					
Server	/35	% Bartender	/30	%	
Prep Cook	/15	% Barista	/10	%	
Grill Cook	/40	% Cashier	/10	%	
Dishwasher	/10	% Housekeeping	/15	%	

Full-Time
<u>Part-Time</u>

- Keller Williams - Real Estate Agent  
2 weeks
- Oliver Cheng Catering  
server/bartender  
2012 - current
- Model Bartenders  
2012 - present
- Rutgers Graduate 2014

Total of \_\_\_\_\_ in Food Service

\* max travel ~~xxx~~  
open pending on  
job.

P.O.S. Experience: Y / N details: \_\_\_\_\_

<u>Car</u>	Public Transit	Carpool ( Rider / Driver )
North NJ	South NJ	<u>Central NJ</u> <u>Parlin</u> Jersey Shore
TIPS	Serv-Safe	LEAD Other _____ Will Submit
<u>Open</u>	AM only	PM only
Weekdays only	Weekends only	
Details: <u>Sat/Sun</u> <u>weekdays pend on part time job in AMS</u>		
<u>Bistro</u>	<u>Black Bistro</u>	Tuxedo
1/2 Tuxedo	<u>Black Vest</u>	<u>Long Black Tie</u>
<u>Black Pants</u>	<u>Non-Slip Shoes</u>	Bow Tie
Other: <u>Black polo</u>		
Would you recommend this applicant for Academy?	Conversion Candidates?	Other Languages Spoken:



**Bartenders Test**

Score / 35

**Multiple Choice (6 points)**

- C 1) Carbonation \_\_\_\_\_ the rate of intoxication.  
a) Slows down  
b b) Speeds up  
c) Does nothing to
- B 2) What are the six most commonly used spirits?  
a) Sweet and Sour, Triple Sec, Grenadine, Midori, Lime Juice and Cranberry Juice  
b) Vodka, Whiskey, Gin, Bourbon, Rum and Tequila  
c) Chardonnay, Cabernet Sauvignon, Champagne, Merlot, Sauvignon Blanc, Zinfandel  
d) Kahlua, Vodka, Frangelico, Gin, Tequila, Spiced Rum
- B 3) You can accept an expired ID as long as all other information is correct.  
a) True  
b) False
- B 4) If someone has had too much to drink, serving them coffee will help sober them up.  
a) True  
b) False
- D 5) What are the acceptable forms of ID for Alcohol Consumption?  
a) State or Government Issued ID Card or Drivers License  
b) Passport or Passport ID Card (as long as it lists the person's date of birth)  
c) School ID or Birth Certificate  
d) A & B  
e) A, B & C
- B 6) If there is no shaker tin available to scoop ice for a drink, it is okay to use a glass.  
a) True  
b) False

-7

28/35

80%

**Vocabulary (9 points)**

Match the word to its definition

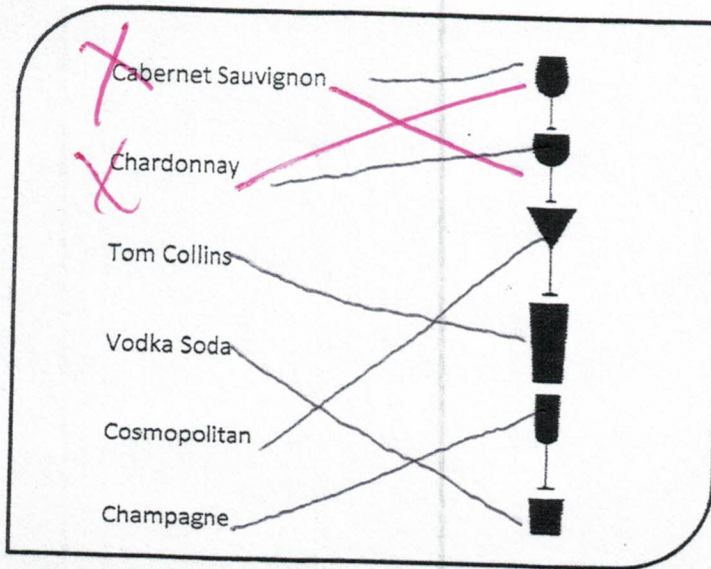
- C "Straight Up"  
F Shaker Tin  
i "Neat"  
a Muddler  
B Strainer  
e Jigger  
g Bar Mat  
x "Float"  
h "Back"

- a Used to crush fruits and herbs for craft cocktail making  
b Used with the Shaker Tin to prevent solid material from entering a cocktail glass when poured  
c To serve chilled liquor in a chilled stemmed cocktail glass with no ice  
d To pour 1/2 oz of a liquor on top  
e Used to measure the alcohol and mixer for a drink  
f Used to mix cocktails along with a pint glass and ice  
g Used on the bar top to gather spills  
h Requesting a separate glass of another drink  
i Means to serve spirit room temperature in a rocks glass with no ice



**Glassware (6 points)**

Match the correct glass to the drink



**Answer and Question (14 points)**

Provide examples of 3 brand name "top shelf" spirits (3 points):

Bulleit, Don Julio, Belvedere

What are the ingredients in a Manhattan?

Angostura Bitters, Whiskey

What are the ingredients in a Cosmopolitan?

Vodka, Cranberry Juice, Sweet and Sour mix

What are the ingredients in a Long Island Iced Tea?

Tequila, Whiskey, Gin, Sweet and Sour mix, C&C

What makes a margarita a "Cadillac"?

Grand manier float

What is simple syrup?

Sugar

Is it legal to pour liquor from one bottle into another? What is this called? (2 points)

No. Marrying liquor

What should you do if you break a glass in the ice?

Remove all of the ice and get

When is it OK to have an alcoholic beverage while working?

Never

What does it mean when a customer orders their cocktail "dirty"?

Extra Olives juice

What are the ingredients in a Margarita?

Sweet and Sour mix, Lemon Juice, Tequila, Simple Syrup

new Ice Bin



Name \_\_\_\_\_  
Score 28 / 35

## Servers Test

### 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 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

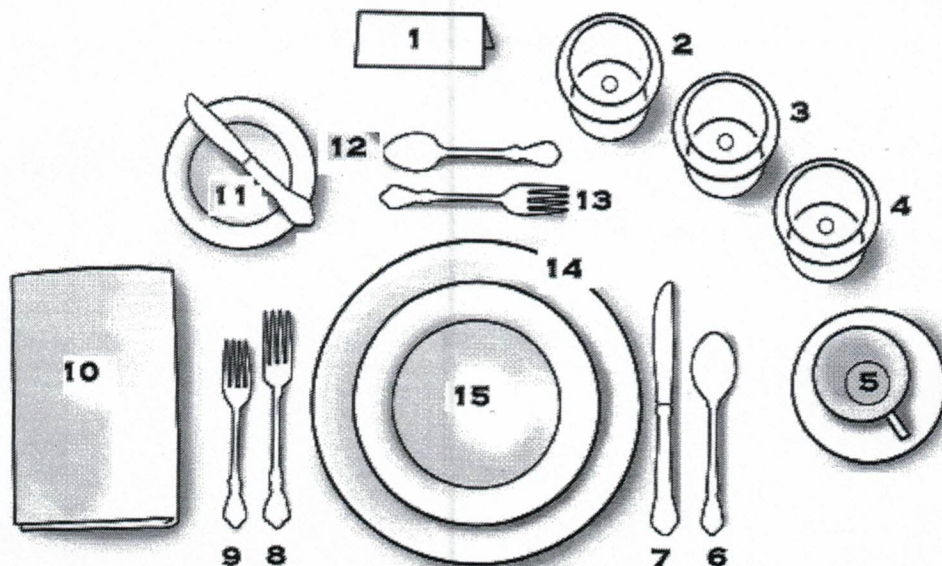
- D Scullery  
E Queen Mary  
A Chaffing Dish  
B French Passing  
G Russian Service  
F Corkscrew  
C Tray Jack

- 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

Name \_\_\_\_\_

**Servers Test**

Score / 35



**Match the Number to the Correct Vocabulary**

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

**Fill in the Blank**

- The utensils are placed 1 inch inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? dessert cream & sugar
- Synchronized service is when: the food is served synchronistically
- What is generally indicated on the name placard other than the name? meals
- 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?

Inform the Chef and Captain