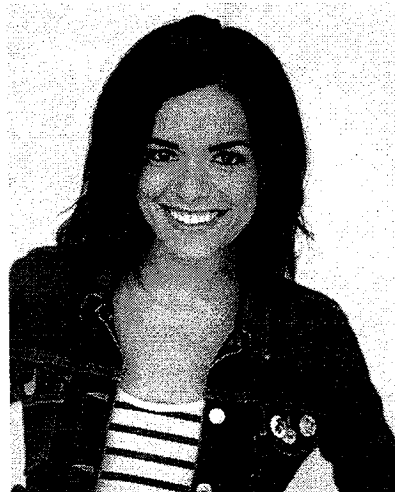


# KATY DOLLE

(310) 409-5476

[katydolle@gmail.com](mailto:katydolle@gmail.com)



## EDUCATION:

**New York University**

B.F.A. in Theatre & Film

## EXPERIENCE:

**Constance Films - Freelance Producer / Editor**

- Music video, sketch comedy, web series, short film, documentary, and PSAs.

**Personal Assistant - various clients**

- errands, light housework, child care, pet care, consulting. References avail upon request.

**Estate Sales By Vincie**

- Marketing, sales, photography, email newsletters

**Hyperion Public - Server**

- Table service, cocktails, beer & wine. Open Table and POS.

**Wolfgang Puck / A Staff - Catering Server**

- Catering, serving, bartending, tray pass.

**Pittfire Pizza - Server, North Hollywood, CA**

- Table service, beer & wine, POS, running & bussing

**Bloomingdales Sherman Oaks - Sales Professional**

- Sales, clienteling, merchandising, open / close

**Fossil - Sales Associate**

- Sales, setting up displays, customer service, watch repair

**CBS Television City**

- Production assistance, audience coordination, guest relations, office management

**Red Hour Films - Development Intern**

- Script coverage, production assistance, correspondence

2013-2017

7/2013-9/2014

2013-2014

2/2012-4/2013

10/2009-11/2011

4/2009-10/2009

5/2007-12/2007

## REFERENCES:

Reed Brice

(951) 870-1140

Editor

Franklin Bator

(323) 761-6440

Hyperion Public

Kelly Moran

(978) 648-0322

Pittfire Pizza

Wiley Bartine

(818) 325-2211

Bloomingdale's

**SPECIAL SKILLS:** ServSafe certified, POS trained, customer service, retail sales, serving food, cocktails, beer and wine. Office admin, Word, Excel, Quickbooks. Customer service. Videography & editing, Photoshop, graphic design, comedy (UCB Improv 401, Pack Theater Sketch), screenwriting





THE SERVICE  
COMPANIES

SERVICE. ABOVE ALL

Name \_\_\_\_\_

## Servers Test

Score 33 / 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

### Match the Correct Vocabulary

D ~~A~~

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



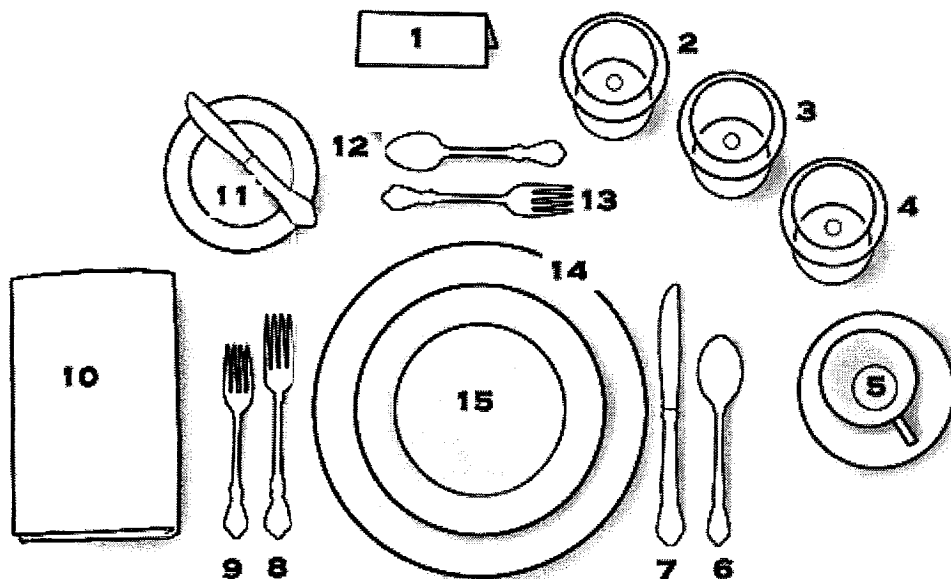
THE SERVICE  
COMPANIES

SERVICE. ABOVE ALL

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>24</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>42</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? sugar, cream, napkins
- Synchronized service is when: multiple servers bring the same course to all tables at once
- What is generally indicated on the name placard other than the name? Table #
- The Protein on a plate is typically served at what hour on the clock? 6 or 7 PM?
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?  
notify the kitchen



**Multiple Choice** (6 points)

- B 1) Carbonation \_\_\_\_\_ the rate of intoxication.  
a) Slows down  
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
- E 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
- A 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

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**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

D "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

Cabernet Sauvignon	 chardonnay
Chardonnay	 Cabernet
Tom Collins	 Cosmo
Vodka Soda	 tom collins
Cosmopolitan	 champagne
Champagne	 vodka soda

**Answer and Question** (14 points)

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

Patron, Grey Goose, Tanqueray

What are the ingredients in a Manhattan?

Whiskey, sweet vermouth, bitters

What are the ingredients in a Cosmopolitan?

vodka, cranberry, lime, Cointreau

What are the ingredients in a Long Island Iced Tea?

Vodka, rum, gin, tequila, lemon juice,

What makes a margarita a "Cadillac"?

add Grand Marnier on top

What is simple syrup?

sugar in liquid form

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

No.

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

All ice should be melted or disposed of

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

Never

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

olive juice

What are the ingredients in a Margarita?

tequila, lime, triple sec, agave