

Interview Note Sheet

Server

Applicant Information

Name: <u>Carolyn Jones</u>	Interviewer: <u>Jo Peix</u>
Date: <u>11/12/19</u>	Rate of Pay: <u>\$14</u>
Position (s) Applied for: <u>Server</u>	Referred by: <u>Google</u>

Test Scores

Server	<u>28</u> / 35	<u>80</u> %	Bartender	<u> </u> / 30	<u> </u> %
Prep Cook	<u> </u> / 15	<u> </u> %	Barista	<u> </u> / 10	<u> </u> %
Grill Cook	<u> </u> / 40	<u> </u> %	Cashier	<u> </u> / 10	<u> </u> %
Dishwasher	<u> </u> / 10	<u> </u> %	Housekeeping	<u> </u> / 16	<u> </u> %

Seeking:

Full-Time

Part-Time

Relevant Experience & Summary of Strengths

Total of Experience in Food Service/Hospitality

How many customers or tables are you used to serving at one time? How would you re-act if an extra table was added to your section?	How many items can you carry on a tray? Please describe how to pick up a large oval tray.	How is a banquet server different from a regular restaurant server?	Notes:
<u>5-7 tables</u> <u>completely fine w/ added table</u>	<u>5 place setting</u> <u>use knees to pick up tray, put it over shoulder.</u>	<u>Banquet: more formal, more moving pieces</u> <u>Restaurant: take order simply, not as serious</u>	<u>Likes to help people.</u> <u>Personality gravitates to surviving people.</u> <u>Takes online classes (ISSA)</u>

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

Transportation

Vehicle.

Regions Available to work:

max travel up to 1 hour.

Certifications (if any)

Serv-Safe

Availability

Schedule changes every week.
currently works as temp @ medical staffing agency.

Uniforms Owned:

☐ Bistro White	☐ Chef Coat
☐ Black Bistro	☐ Chef Pants
☐ Tuxedo	☐ Knives
☐ 1/2 Tuxedo	☒ Black Pants
☐ Black Vest	☒ Non-Slip Shoes
☐ Long Black Tie	☐ Bow Tie
☐ Other:	☐ Cut Glove

Recommendations:

Acrobat Academy

Lead Academy

Other Languages Spoken:

Acrobat

outsourcing

Your Hospitality Staffing Professionals
665 Third St., Suite 415 • San Francisco, CA 94107

First and Last Name: CAROLYN JONES
Email: Carol@mailbx@gmx.com
Phone number: _____

Working Experience:

Company Name: Accountable H.C.
Dates of Employment: 2013 - Present
Job Responsibility:

- Patient care
- Passing/admin. medications
-

Company Name: Kohls
Dates of Employment: 2013 - 2014
Job Responsibility:

- POS
- Credit Card Sign-up
- Set up layaways
- Take Credit Card pymts

Company Name: Pizza Hut
Dates of Employment: 1980's
Job Responsibility:

- Wait staff
- Cleaned tables
- Orderd customers food
- Cashe out customers as needed

Skills

- POS
-
-
-

Servers Test

Multiple Choice

- C 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
- B 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
- B 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

-7
28/35

80%

Match the Correct Vocabulary

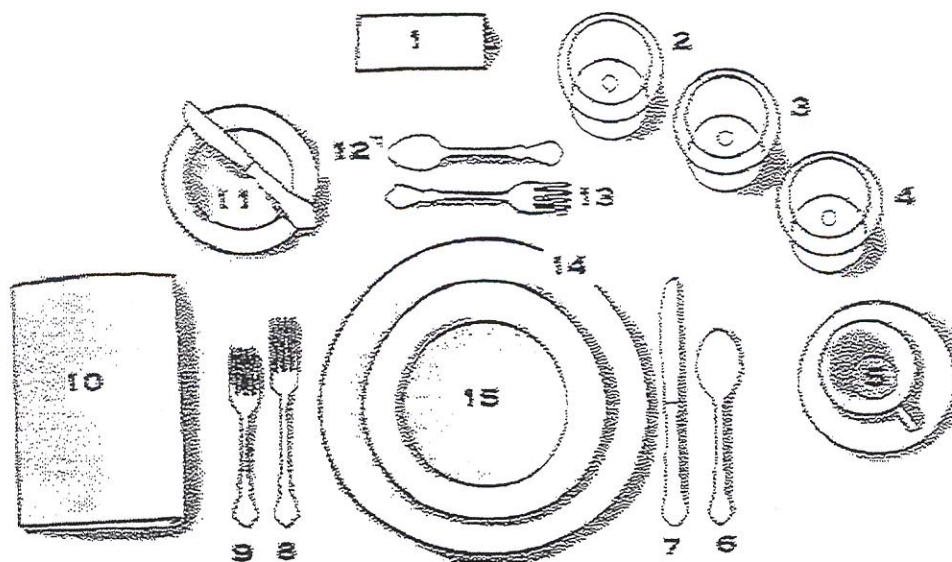
- D Scullery
E Queen Mary
A Chaffing Dish
B French Passing
G Russian Service
F Corkscrew
C Tray Jack

- 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

<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>2</u>	Name Place Card	<u>7</u>	Dinner Knife
<u>12</u>	Teaspoon	<u>2</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>4</u>	Water Glass		

Fill in the Blank

- The utensils are placed one inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? Cream, milk, sugar, lemon
- ☒ Synchronized service is when: all plates served at the same time by all servers
- 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? NOON 12
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?
address the need & inform chef/kitchen asap