

Interview Note Sheet

Server

Name: <u>Christina Kearney</u>	Interviewer: <u>Amanda Devine</u>																												
Date: <u>12/12/11/19</u>	Rate of Pay: <u>\$19 an hour.</u>																												
Position (s) Applied for:  <u>Serving &amp; Bartending.</u>	Referred by:																												
<table border="1"> <tr> <td>Server</td> <td>/35</td> <td>97%</td> <td>Bartender</td> <td>/30</td> <td>85%</td> </tr> <tr> <td>Prep Cook</td> <td>/15</td> <td>%</td> <td>Barista</td> <td>/10</td> <td>%</td> </tr> <tr> <td>Grill Cook</td> <td>/40</td> <td>%</td> <td>Cashier</td> <td>/10</td> <td>%</td> </tr> <tr> <td>Dishwasher</td> <td>/10</td> <td>%</td> <td>Housekeeping</td> <td>/16</td> <td>%</td> </tr> </table>						Server	/35	97%	Bartender	/30	85%	Prep Cook	/15	%	Barista	/10	%	Grill Cook	/40	%	Cashier	/10	%	Dishwasher	/10	%	Housekeeping	/16	%
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<input checked="" type="radio"/> Full-Time <input type="radio"/> Part-Time																													

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:
I am used to serving 4 to 3 tables at 1 time. I would be happy to take on and service the new table added.	I can carry 5 items on a <del>large</del> tray	Banquet server serve set up sections Restaurant server take orders serve customer service etc	

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

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
Prestigious Schools Total:	
Acrobat Academy	
Lead Academy	

**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 dinning 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

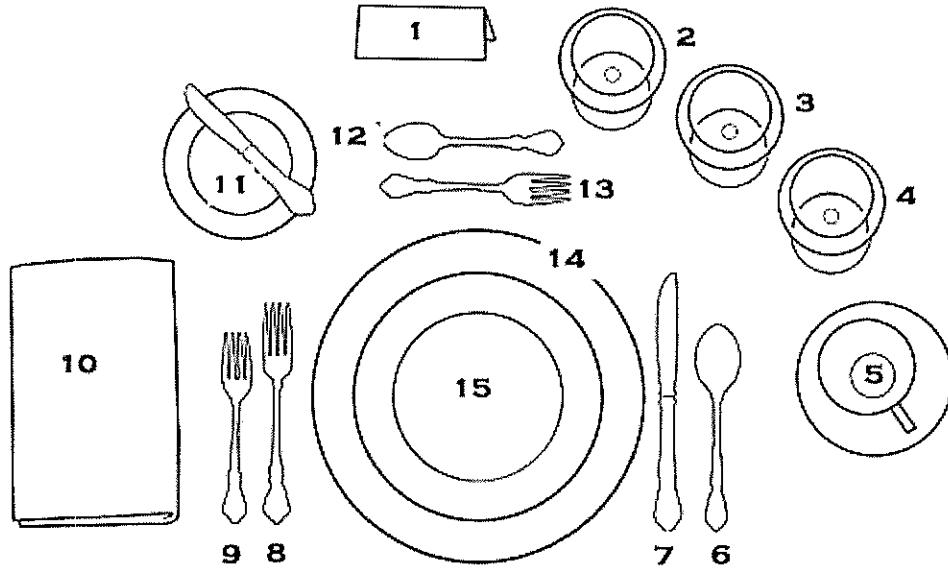
97%

**Match the Correct Vocabulary**

<u>D</u>	Scullery
<u>e</u>	Queen Mary
<u>A</u>	Chaffing Dish
<u>B</u>	French Passing
<u>G</u>	Russian Service
<u>F</u>	Corkscrew
<u>C</u>	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

Servers Test



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>1</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

1. The utensils are placed \_\_\_\_\_ inch (es) from the edge of the table.
2. Coffee and Tea service should be accompanied by what extras?
3. Synchronized service is when: \_\_\_\_\_
4. What is generally indicated on the name placard other than the name? \_\_\_\_\_
5. 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 Chef.



## Bartenders Test

Score 30 / 35

### Multiple Choice (6 points)

1) Carbonation \_\_\_\_\_ the rate of intoxication.

- a) Slows down
- b) Speeds up
- c) Does nothing to

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

3) You can accept an expired ID as long as all other information is correct.

- a) True
- b) False

4) If someone has had too much to drink, serving them coffee will help sober them up.

- a) True
- b) False

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

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

85/90

### Vocabulary (9 points)

Match the word to its definition

C "Straight Up"

a.) Used to crush fruits and herbs for craft cocktail making

F Shaker Tin

b.) Used with the Shaker Tin to prevent solid material from entering a cocktail glass when poured

L "Neat"

c.) To serve chilled liquor in a chilled stemmed cocktail glass with no ice

A Muddler

d.) To pour  $\frac{1}{2}$  oz of a liquor on top

B Strainer

e.) Used to measure the alcohol and mixer for a drink

E Jigger

f.) Used to mix cocktails along with a pint glass and ice

G Bar Mat

g.) Used on the bar top to gather spills

D "Float"

h.) Requesting a separate glass of another drink

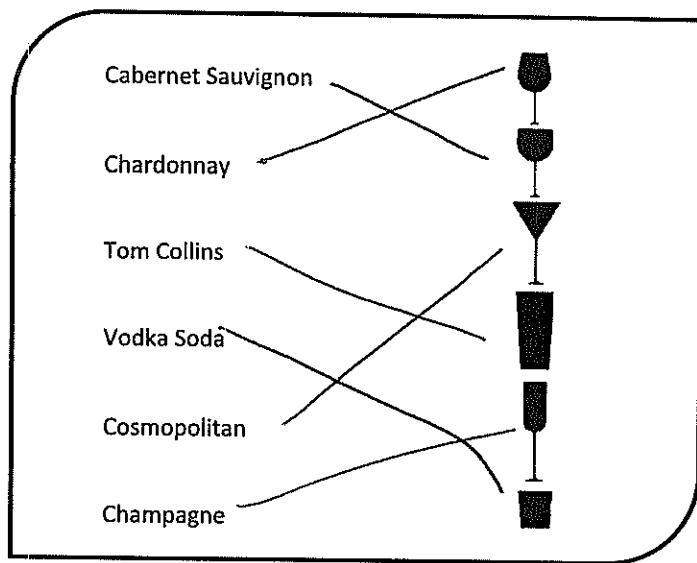
H "Back"

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): grey Goose, chopin, Ciroc

What are the ingredients in a Manhattan? bitters, Whiskey, vermouth.

What are the ingredients in a Cosmopolitan? trip, lime, cranberry, Vodka

What are the ingredients in a Long Island Iced Tea? Vodka, Gin, Tequila, trip,

What makes a margarita a "Cadillac"? Macmier float

What is simple syrup? Sugar dissolved in water.

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? \_\_\_\_\_

When is it OK to have an alcoholic beverage while working? NO. \_\_\_\_\_

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

What are the ingredients in a Margarita? \_\_\_\_\_

**Re: Employment Application New Jersey**

JotForm &lt;noreply@jotform.com&gt;

Sat 12/21/2019 11:27 AM

To: HS New Jersey &lt;hsnj@theservicecompanies.com&gt;

**Employment Application New Jersey**

First Name	Christina
Last Name	Kearney
E-mail Address	ckk708@yahoo.com
Phone	201-852-4254
Address	31 Tichenor street
Unit or Number	2A
City, State	Newark, NJ
Zip Code	07102
What region(s) are you applying to work within?	New Jersey
Which position(s) are you applying for?	Server Bartender
Are you applying for:	Part-Time
When can you start?	12-21-2019
Can you work overtime?	Yes
How did you hear about us?	Referral
If you were referred, please tell us by whom:	Jessica Baker
What days/times can you work? Select all that apply:	Monday AM Monday PM Tuesday AM Tuesday PM Wednesday AM Wednesday PM Thursday AM Thursday PM Friday AM Friday PM

Saturday AM  
Saturday PM  
Sunday AM  
Sunday PM

Do you have any planned  
vacations or extended  
leave in the next 12      12/30 - 01/5/2020  
months? (If no, leave  
blank)

Have you ever applied to  
or worked for The Service No  
Companies (TSC)before?

Do you have any friends  
or relatives working for  
Acrobat? If so, please let  
us know who:

If hired, would you have  
reliable means of  
transportation to and  
from work?      Yes

If hired, can you present  
evidence of your legal  
right to live and work in  
this country?      Yes

Are you able to perform  
the essential functions of  
the job for which you are  
applying?      Yes

Name of School      Arts High school

City & State      Newark, NJ

Grade/Degree      High school Diploma

Graduated?      Yes

Do you have any special  
licenses? (If so, label  
under "Special")      No

Are you computer  
literate? (If so, label  
which programs under  
"Special")      Yes

Are you proficient with  
Point of Sale systems? (If

so, label which under  
"Special")

Do you have any  
experience, training,  
qualifications or special  
skills? (If so, label under  
"Special")

Yes

Special:

Management, customer service, cashier,  
server, cleaning. etc

Are you currently  
employed?

No

Can we contact your  
current employer?

Yes

Name and Address of  
Employer

Dominos East orange, NJ

Type of Business

Restuarant

Phone Number

908-676-4001

Your Position &amp; Duties

Assist with daily operation of store  
maintenance and cleanliness including  
opening and closing the store as a shift  
manager. My responsibilities we're to  
provide prompt efficient customer care to  
create a pleasant work environment  
promoting store sales.

Date of Employment  
(from/to):

2013- 2019

Reason for Leaving

Store relocating

Still Employed:

No

Name and Address of  
Employer

Walmart Linden, NJ

Type of Business

Warehouse

Your Position &amp; Duties

Assist and greet customers, provide  
customer service as needed life, sort, tag and  
hang merchandise. Other related duties also  
as assigned.

Date of Employment  
(from/to):

2012- 2013

Reason for Leaving

Returned to school

Still Employed:

No

Name and Address of

White Castle East Orange, NJ

**Employer****Type of Business**

Restuarant

**Your Position & Duties**

Assist and greet all customers, operate cash register, cook, clean, prepare customer orders. Other related duties also as assigned.

**Date of Employment (from/to):**

2008- 2012

**Reason for Leaving**

Returned to school

**Still Employed:**

No

**Have you ever been fired from a previous place of employment? If yes, please explain:**

No

**Have you obtained any special skills or abilities as the result of service in the military? If yes, please explain:**

NO

**First Name**

Jessica

**Last Name**

Ann

**E-mail Address**

Jb.baker200@gmail.com

**Phone**

862-766-8075

**Relationship:**

Former supervisor

**Years Acquainted:**

10

**First Name**

Eteinne

**Last Name**

lee

**Phone**

973-676-4003

**Relationship:**

Former supervisor

**Years Acquainted:**

10

**First Name**

Jorgina

**Last Name**

Jackson

**Phone**

908-312-7865

**Relationship:**

Former coworker

**Years Acquainted:**

10

**I hereby certify that I have not knowingly withheld any information**

(Checked box indicates acknowledgement)

that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material facts on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

I hereby authorize Acrobat Outsourcing to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to

(Checked box indicates acknowledgement)

such investigation or disclosure.

I hereby authorize The Service Companies (TSC) and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice and law enforcement agency and general public records history.

(Checked box indicates acknowledgement)

I understand that if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 form in this regard within three days of my hire date.

Acrobat Outsourcing is an at-will employer. I understand that nothing contained in the application, or conveyed during any interview, which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no

(Checked box indicates acknowledgement)

definite or determinable period and may be terminated at any time, with or without prior notice, with or without cause, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

I hereby acknowledge that I have read and understand the above statements.

(Checked box indicates acknowledgement)

Applicant Digital Signature (Type Name):

Christina Kearney

Date:

12-21-2019

You can [edit this submission](#) and [view all your submissions](#) easily.