

Job Referral Service

Food and Beverage Servers (6453)

This form is to be used for the following positions:

Keyask

Waiter/Waitress (General Help)

May be required to work shifts, including split shifts

Must undergo and pass a medical exam prior to starting work

Name: _____ SIN: _____ Reference Number: _____
(First name Last name)

* must select at least one response

Job Development (select all that apply)

- Willing to be trained
Hydro Northern Training and Employment Initiative (HNTEI)/Hydro Pre-Project Training (HPPT) (select all that apply)
- HNTEI/HPPT – Trainee
 HNTEI/HPPT – Completed

* Education (select only one option)

- Less than high school
 Some high school
 Completion of high school
 Some college/CEGEP/vocational or technical training
 Completion of college/CEGEP/vocational or technical training
 Some university
 Completion of university

* Credentials (certificates, licences, memberships, courses, etc.) (select all that apply)

- None
 Safe Food Handling Certificate
 Food and Beverage Server Certification

* Experience (select only one option)

- No experience
 Less than one year
 1 - 2 years
 2 - 5 years
 5 - 10 years
 10+ years

Languages (select all that apply)

- Speak English
 Read English
 Write English

Business Equipment and Computer Applications (select all that apply)

- Electronic cash register

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Work Setting (select all that apply)

- Commercial establishment
- Institutional setting
- Camp

Food and Beverage Serving Skills (select all that apply)

- Serve food and beverages, general plate service
- Present bills to customers and accept payment in cash, credit or debit cards, travellers cheques or room billings
- Describe menu items including daily specials for customers
- Advise on menu selections

Additional Skills (select all that apply)

- Customer service oriented
- Must be of legal age to mix and serve alcoholic beverages
- Address customers' complaints or concerns
- Enforce provincial/territorial liquor legislation and regulations
- Balance cash and record sales
- Clear and clean tables, trays and chairs
- Load buspans and trays
- Set tables
- Train staff
- Replenish condiments and other supplies at tables and serving areas

Security/Safety Requirements (select all that apply)

- Bondable