

## **Hospitality and Foodservice Industry**

- Able to define hospitality and the importance of customer service
- Traces growth and development of hospitality and tourism industry
- Describes the various cuisines and their relationship to history and cultural development
- Outlines the organization of a professional kitchen and various organizations
- Identifies career opportunities and personal traits for a variety of jobs in the industry
- Identifies professional organizations and explains their purpose (i.e. ACF, NRA, RAM, etc)
- Compares and contrasts trade periodicals and other industry resources

## **Sanitation and Safety**

- Identifies microorganisms and their methods and requirements for growth, related to food borne illnesses
- Describe symptoms of common food borne illnesses and prevention methods
- Describes cross contamination and use of acceptable procedures when preparing and storing PHF
- Demonstrates good hygiene and health habits
- Lists major reasons for and recognizes signs of food spoilage
- Outlines the requirements for proper receiving and storage of both raw and prepared foods
- Describes disposal and storage of cleaners and chemical sanitizers
- Develop a cleaning and sanitizing schedule for our facility
- Describes appropriate methods for pest and insect control
- Recognize sanitary and safety design and construction features of food production equipment (i.e NSF, UL OSHA)
- Reviews MSDS and explains their requirements in handling hazardous materials
- Conduct a sanitation self-inspection and identify modifications necessary for compliance standards
- Identifies CCPs during all food handling processes as a method of minimizing the risk of food borne illness (HACCP)
- Lists common causes of accidents and injuries in the food service industry
- Discuss appropriate emergency policies for kitchen and dining room injuries
- describes appropriate types and uses of fire extinguishers used in the food service are
- Describes the roll of the regulatory agencies governing sanitation and safety

## **Business and Math Skills**

- Performs math functions used in food service operations
- Performs math functions using the bakers percentage and specific gravity of cake batters
- Calculates food, beverages, and labor costs and percentages
- Demonstrates food costing for recipes
- Demonstrates process of costing for yield adjustments
- Determines selling price of menu/bakery items
- Describes the preparation of a guest check using current technology

## **Food Preparation / Baking Preparation**

- Demonstrates knife skills and proper cuts
- Demonstrates dough and cake cutting knife skills while emphasizing proper safety techniques
- Identifies and demonstrates proper and safe use of food processing, cooking and baking equipment
- Utilizes standard weights and measures to demonstrate proper measuring techniques
- Demonstrates how to read and follow a standardized recipe
- Demonstrates a variety of cooking methods including roasting baking, grilling, sautéing, frying, deep frying, braising, stewing, boiling, blanching, poaching and steaming
- Identifies and uses herbs, spices, flavor extracts, oils and vinegars
- Identifies and prepares various stocks soups and sauces
- Identifies and prepares salads, dressings and marinades
- Identifies and prepares a variety of sandwiches
- Identifies and prepares a variety of appetizers
- Identify and prepare a variety of breakfast sandwiches used in a bakery/café
- Identifies and prepares a variety of batters, meats eggs, and cereals
- Identifies and prepares various meats, seafood, and poultry

- Identifies and prepares a variety of vegetables and starches
- Demonstrates food presentation techniques
- Discuss the value of convenience added and par cooked items
- Writes food requisitions for production requirements
- Prepares standardized recipes

### **Garde Manger**

- Identifies tools and equipment used in Garde Manger
- Demonstrates basic garnishes
- Prepares cold items to include salads, soups, sauces, and dressings

### **Basic Baking**

- Defines baking terms
- Identifies equipment and utensils unique to baking and discusses proper use and care
- Identifies ingredients used in baking and describe their properties and functions
- Demonstrates proper scaling and measuring techniques unique to baking
- Participates in the production of crusty, soft, and specialty yeast products
- Participates in the production of quick breads
- Participates in the production of a variety of pies and tarts
- Participates in the production of a variety of types of cookies
- Participates in the productions of creams, custards, pudding, related sauces
- Participates in the production of cakes and icings
- Discusses the application of cake mixes and other labor saving products
- Prepares a variety of fillings and toppings for baked goods

### **Purchasing, Receiving, Inventory and Storage**

- Describe HACCP critical points managed by the purchasing and receiving functions
- Lists factors that effect food prices and quality
- Describes purchasing methods
- Explains regulations for inspecting & grading of meats, poultry, seafood, dairy products, eggs, fruits, vegetables, flour, & sugar
- Examines written specifications for a variety of food products and describe their importance on food and labor control
- Describes proper techniques of receiving and storing of fresh, frozen, refrigerated and staple goods
- Explain proper receiving and storing of cleaning, chemical and non-food products
- Examines written specifications for a variety of food products
- Examines various inventory systems including perpetual and physical inventories and requisition systems for controlling costs
- Describes current computerized systems for purchasing and inventory control
- Discusses ethical issues as they relate to purchasing

### **Nutrition**

- Lists food groups and recommended servings using USDA My Pyramid
- Discusses dietary guidelines and RDA's
- Interprets food labels
- Describes primary functions and major food sources of major nutrients
- Discusses various diets

### **Dinning Room Service**

- Demonstrates the general rules to table settings and service
- Describes the rules and responsibilities of personal dining service
- Describes the various types of service delivery
- Discusses various procedures for processing guest checks
- Discusses sales techniques for service personnel
- Explains inter-relationships and work flow between dinning room and the kitchen

Develop an awareness of special customer needs including dietary needs and food allergies  
Demonstrates an understanding of guest service and customer relations, including handling of difficult situation and accommodations for the disabled

### **Menu Planning**

- Lists basic menu planning principals
- Creates menu item descriptions following truth in menu guidelines
- Develops and understanding of basic menu planning and layout principals
- Applies principles of nutrition to menu development
- Describes the importance of proper menu planning

### **Bakery Planning**

- List basic production planning principles
- Creates menu descriptions for bakery foods
- Develops and understanding of basic baking facility planning and layout principles
- Apply principles of nutrition to bakery goods and development
- Describes the importance of proper planning to the overall operation of the baking facility

### **Human Relations Skills**

- Demonstrates effective communication skills
- Works as a member of a diverse team
- Reads, writes and speaks effectively
- Demonstrates professionalism and a strong work ethic
- Discuss employment applications
- Demonstrates interviewing skills
- Conducts self-performance evaluation
- Discusses methods of conflict resolution
- Describes procedure to progressive discipline
- Discusses techniques for motivating employees
- Discusses methods of conflict resolution
- Demonstrates information technology communications
- Outlines current federal and state employment laws

### **Complete Portfolio**

### **Complete Mock Job Interview**

### **PERSONAL QUALITIES**

- Work Effort
- Safety Habits
- Work Area Organization
- On Task Behavior
- Responsibility
- Initiative
- Team Work
- Respect
- Interpersonal Skills
- Neat, conscientious, careful