

BIBLIOGRAPHY

Prasanthi Group. 2021
Prasanthi Group 2021
Google
Google

<https://www.prasanthi-hotels.com/hotels/asialink-hotel>
<https://www.prasanthi-hotels.com/>
<https://www.google.com/search?q=google+gambar+hotel+aialink+hotel>
<https://www.google.com/search?q=asialink+logo>

APPENDIX



Picture 28 Kitchen Team



Picture 29 Organization Chart Asialink Hotel By Prasanthi
Source : Personal Documentation (2021)

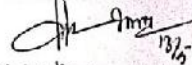
Supervisor's Assessments

S/N	Assessment Criteria	Month						Overall Grade ¹
		1 st	2 nd	3 rd	4 th	5 th	6 th	
1	Quality of work	80	80	80	80	90	90	80
2	Efficiency & effectiveness	80	80	80	80	90	90	80
3	Proper use of tools	80	80	80	80	90	90	80
4	Job knowledge	80	80	80	80	90	90	80
5	Safety consciousness	80	80	80	80	90	90	80
6	Economical use of materials	80	80	80	80	90	90	80
7	Interpersonal skills	80	80	80	80	90	90	80
8	Work attitude and commitment	80	80	80	80	90	90	80
9	Conduct	80	80	80	80	90	90	80
Final Grade Point ²								80/90
Final Grade								B

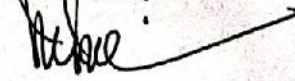
Note:

Grade	Grade Point	Range Point	Remark
A	4	90 - 100	Excellent
B	3	80 - 89	Very Good
C	2	70 - 79	Good
D	1	60 - 69	Fair
F	0	< 59	Poor

Dinilai oleh,
Supervisor/ HOD


DENNY DHARMA AWAN
(Nama, ttd dan tgl)

Diketahui oleh,
General Manager


(Nama, ttd, tgl dan cap)

Picture 30 Internship Assessmentz
Source : Personal Documentation (2021)

Asialink
by prasanthi

This is to certify that

Aditya

Has successfully accomplished internship program
at Food and Beverage Product Department
From March 15th 2021 to September 15th 2021

Batam, September 15th 2021


Asialink
by prasanthi

Arinis Narulen
General Manager


prasanthi
Hotels and Resorts

Picture 31 Internship Certificate
Source : Personal Documentation (2021)

Internship Appraisal Form



AKADEMI KULINER & PATISERI
OTTIMMO[®]
INTERNASIONAL
P. LINDY, J.L.C. (SABUNG) | ASIN | P. BY. 4118

INTERNSHIP

PLACE : ASTALINK HOTEL BY PRASANTHI BATAM

First Name ADITYA DWI Last Name SATYA

Review Period/s : Monthly Quarterly Bi-annually Annually Date Joining
: MARCH

Intern's Position : FBP Department : KITCHEN

REVIEW DATE : 15 SEPTEMBER Direct Supervisor : _____ x

GRADING FACTORS

1. ORGANIZATIONAL & COMMUNICATION

Staffs Relations

Consistently demonstrates: attentiveness, courtesy and efficient service to other staff.
Creates friendly environment.

4

Team Player

Cooperates and works well with others. Enthusiastic, portrays a positive manner and
Works toward the Company's goal/s.

4

Follow -Through

Sees tasks through completion. Finishes work so that next shift is prepared.

3,5

2. CUSTOMERS INTERACTIONS

Customer Relations (*if any)

Consistently demonstrates: attentive, courtesy and efficient service to customers.
Treat customers with Considerations and Respects

4

3. PERSONAL PRESENTATIONS

Grooming Standards

Practices and displays proper grooming, personal hygiene and care.

4

Maintains hair and facial hair (*if any) per proper F&B industrial standards

Uniforms

Always wear the proper and designated uniform.

3,5

4. ON THE JOB & KNOWLEDGE

Dependability

Can be counted upon to do what is expected and required

4

Follow instructions and completes work on time with minimum supervision

Work Quality

Work performed according to Chef's standard and on-site work requirements

4

All job descriptions specification are met. Consistency in work. All recipes are followed

Work Quantity

Complete the expected amount of work in relation to Company's standards

4

Grading Guidelines.

Using the 4 point scale below, fill up the following table:

- 4 - Exceeds expectations
- 3.5 - Somewhat Exceeds Expectations
- 3 - Meets expectations
- 2.5 - Somewhat meets expectations
- 2 - Less than expectations
- 1.5 - Somewhat less than expectations
- 1 - Inadequately short of expectations

Discussions/Notes;

Harus memiliki Motivasi untuk Maju Kedepan.

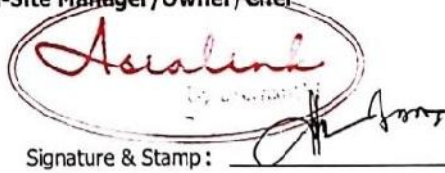
Terus Belajar apa yang kamu impikan.

Secara keseluruhan sangat baik.

PERFORMANCE SUMMARY * to be filled by OTTIMMO International	
TOTAL POINTS	35
RATING	3.88
ACTION PLANS FOR DEVELOPMENT NEEDS	
1.	_____
2.	_____
3.	_____
4.	_____

III. SIGNATURES

On-Site Manager/Owner/Chef


Signature & Stamp: _____

Dated 14 September 2021

The Intern


Signature: ADITYA DWI SATYA

Dated 15/September/2021

OTTIMMO International MasterGourmet Academy

Signature & Stamp: _____
Dept. Head Student Affairs

Dated _____