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# **APPENDIX**

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3. PERSONAL PRESENTATIONS Internship Appraisal Form **Grooming Standards** Pratices and displays proper grooming, personal hygiene and care. Maintains hair and facial hair (\*if any) per proper F&B industrial standards Uniforms Always wear the proper and designated uniform. 4. ON THE JOB & KNOWLEDGE Dependability Can be counted upon to do what is expected and required  $\frac{1}{100}$ Follow instructions and completes work on time with minimum supervision **Work Quality** L. ORGANIZATIONAL & COMMUNICATION .Work performed according to Chef's standard and on-site work requirements 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 perates and works well with others. Enthusiastic, portrays a positive manner and **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 i find next so that next shift i another expectations . 2.5 – 2.5. 2 - Less than expectations • 1.5 - Somewhat less than expectations 1 – Inadequately short of expectations 2. CUSTOMERS INTERACTIONS Customer Relations (\*if any)

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**JW** MARRIOTT SURABAYA

# Certificate of Accomplishment

This is to certify that

Michael Sundjaja
Ottimmo International Surabaya
has successfully completed
On The Job Training

FB Culinary 09 January 2023 – 09 July 2023

Dani Suminar Sari HR & Training Manager

