

Bibliography


Description about internship (n.d). Retrived June 20, 2023 from <https://www.umn.ac.id/en/what-is-an-internship-and-its-benefits/>

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Demi chef chef job description (n.d). Retrived June 25, 2023 from <https://www.allcruisejobs.com/i43910/demichefdepartie/#:~:text=Description,service%20to%20the%20Seabourn%20guest>

APPENDIX

Internship Appraisal Form



AKADEMI KULINER & PATISERI
OTTIMMO[®]
INTERNASIONAL
CELLEBRITY ARTS | GASTRONOMY | BAKING & PASTRY ARTS

INTERNSHIP
PLACE: Mier Dessert & Patisserie

First Name Brenda Ayu Last Name Perwita

Review Period/s : Monthly Quarterly Bi-annualy Annually Date Joining _____

Intern's Position : Training / Intern Department : Pastry

REVIEW DATE : 1 Agustus 2023 Direct Supervisor : Chef Jaka Sudiro x

GRADING FACTORS

1. ORGANIZATIONAL & COMMUNICATION

Staffs Relations 3

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

Team Player 3

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


Follow -Through 3,5

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

2. CUSTOMERS INTERACTIONS

Customer Relations (*if any) 3

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



Appraisal

3. PERSONAL PRESENTATIONS

Grooming Standards

Practices and displays proper grooming, personal hygiene and care.

3,5

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

Uniforms

Always wear the proper and designated uniform.

4

4. ON THE JOB & KNOWLEDGE

Dependability

Can be counted upon to do what is expected and required

3,5

Follow instructions and completes work on time with minimum supervision

Work Quality

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

3,5

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

3

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;

- Lebih Komunikatif
- Fokus dan Giat
- Tidak Mudah menyerah
- Selalu semangat

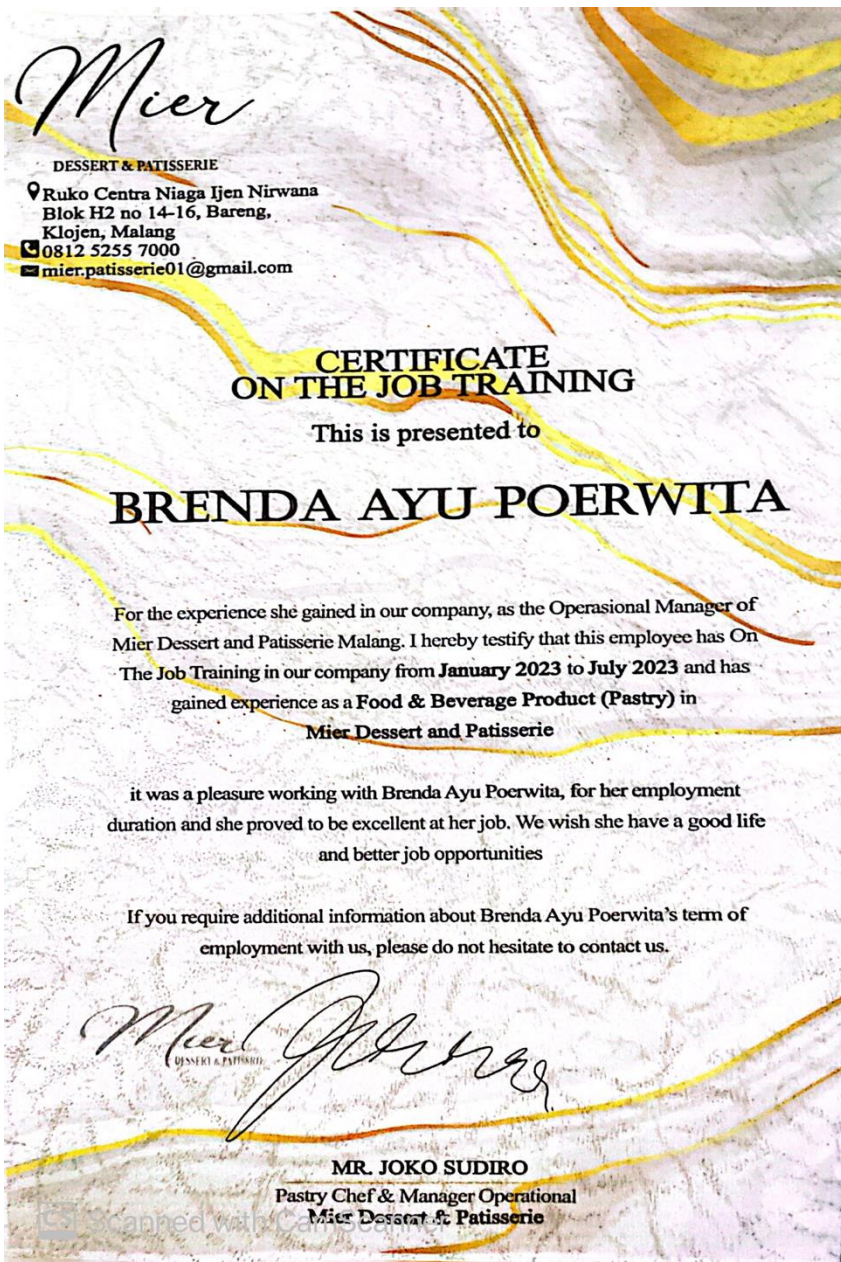
PERFORMANCE SUMMARY * to be filled by OTTIMMO International

TOTAL POINTS _____

RATING _____

ACTION PLANS FOR DEVELOPMENT NEEDS

1. _____
2. _____
3. _____
4. _____
5. _____



Certificate



Documentation



Akademi Kuliner & Pastry
OTTIMO
 INTERNATIONAL
GENERAL MAN GADONG - BANGKALAMPUR

**CONSULTATION FORM /
 INDUSTRIAL TRAINING /
 FOODPRENEURSHIP**

No	Date	Topic Consultation	Name/ Signature
1.	15/7	Title Review & Paper Review	
2.	17/7	Abstract & Chapter I Review	
3.	21/7	Chapter I, III, IV Review	
4.	22/7	Chapter IV and conclusion review	
5.	25/7	Organizational structure review	
6.	27/7	Writing Review	

Name : Brenda Ayu Poerwita
 Student Number : 25721130010076
 Advisor : Michael Yohent

No	Date	Topic Consultation	Name/ Signature
7.	28/7	Tense & grammar review	
8.	29/7	Product or internship review	
9.	31/7	Overall paper content review	
10.	2/8	Paper final review	

Consultation Form