

## **BIBLIOGRAPHY**

Grant, T., Derdak, T. 1999. Westin Hotels and Resorts Worldwide History.  
International Directory of Company Histories Vol. 29. St. James Press

APPENDIX





Akademi Kuliner & Pastry  
**OTTIMO**  
 INTERNASIONAL  
ULTIMATE ARTS · FASHION · BAKERY · RESTAURANT

**CONSULTATION FORM**  
**CULINARY INNOVATION AND**  
**NEW PRODUCT DEVELOPMENT**

Name ..... Keni Njono Wong .....  
 Student Number ..... 2074130010019 .....  
 Advisor ..... Nour Mah Permatasari .....

No	Date	Topic Consultation	Name/ Signature
	3/7	Chapter I	Nobby
	5/7	Chapter I (1.2)	Nobby
	15/7	Chapter II	Nobby
	25/7	Chapter II Occurrence rate	Nobby
	1/8	Chapter II Kitchen brigade	Nobby
	10/8	Chapter II Hygiene and Sanitation	Nobby

No	Date	Topic Consultation	Name/ Signature
	15/8	Chapter III Details of Internship Activities	Nour
	18/8	Chapter III Detail of product during internship	Nour
	22/8	Chapter III events handled on internship	Nour
	25/8	Chapter IV Problem on Internship	Nour
	28/8	Chapter IV Benefit on Internship	Nour
	29/8	Revision	Nour

# Internship Appraisal Form



AKADEMI KULINER & PATISERI  
**OTTIMMO**<sup>®</sup>  
INTERNASIONAL  
CULINARY ARTS · GASTRONOMY · BAKING & PASTRY ARTS

## INTERNSHIP

PLACE: The Westin Surabaya

First Name Kevin Julio Wery Last Name \_\_\_\_\_

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

Intern's Position: Cook Helper Department: magnolia kitchen

REVIEW DATE: 20/06/2023 Direct Supervisor: Sahrul Anwar \_\_\_\_\_ 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.

3.5

##### Follow -Through

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

3

#### 2. CUSTOMERS INTERACTIONS

##### Customer Relations (\*if any)

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

3.5

**3. PERSONAL PRESENTATIONS**

**Grooming Standards**

Practices and displays proper grooming, personal hygiene and care.

3

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

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

3.5

**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;**

Need more consistency and need  
more attractive .

**PERFORMANCE SUMMARY** \* to be filled by OTTIMMO International

TOTAL POINTS \_\_\_\_\_


RATING \_\_\_\_\_

**ACTION PLANS FOR DEVELOPMENT NEEDS**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**III. SIGNATURES**

**On-Site Manager/Owner/Chef**

Signature & Stamp:  \_\_\_\_\_


Dated SURABAYA 20.6.2023

**The Intern**

Signature:  \_\_\_\_\_

Dated 04/10/2023

**OTTIMMO International MasterGourmet Academy**

Signature & Stamp:  \_\_\_\_\_  
Dept. Head Student Affairs

Dated 04/10/2023



Akademi Kuliner & Patiseri

**OTTIMMO**  
**INTERNASIONAL**

CULINARY ARTS GASTRONOMY BAKING & PASTRY ARTS

Student Name : Kevin Julio Wong  
Student Number : 2074130010019  
Exam Day & Date : Kamis, 26 Sep 2023  
Lecture : Elma Sulistiya S.T.P., M.Sc.  
(19970916 2203 017)

No	Correction List	Page	Approval

Acknowledge,  
Advisor

(Novi Indah Permatasari, S.T., M.Sc.)  
19951109 2202 083





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INTERNASIONAL  
CULINARY ARTS GASTRONOMY BAKING & PASTRY ARTS

Student Name : Kevin Julio Wong  
Student Number : 2074130010019  
Exam Day & Date : Kamis, 26 Sep 2023  
Lecture : Ryan Yeremia Iskandar, S.S  
(19821218 1601 023)

No	Correction List	Page	Approval

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Advisor

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