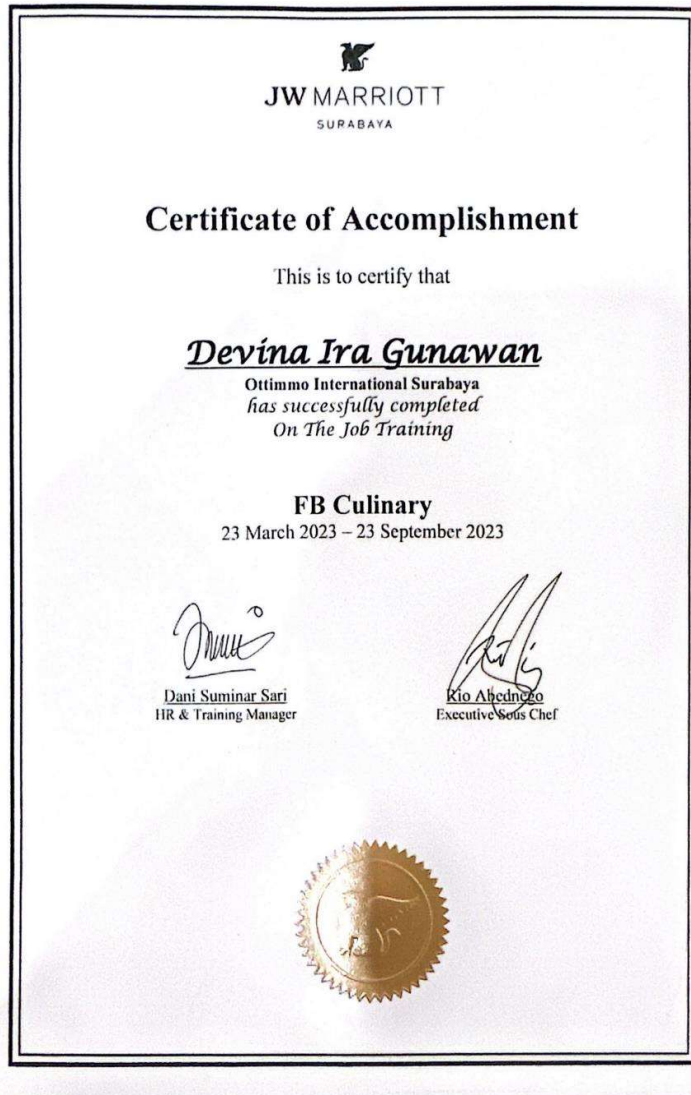


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Hotels & Resorts | Book your Hotel directly with Marriott Bonvoy. (n.d.). Marriott Bonvoy. <https://www.marriott.com/>

APPENDIX



Internship Appraisal Form



AKADEMI KULINER & PATISERI
OTTIMMO[®]
INTERNASIONAL
CULINARY ARTS · GASTRONOMY · BAKING & PASTRY ARTS

INTERNSHIP PLACE: JW Marriott Hotel Surabaya

First Name Devina Last Name Gunawan

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

Intern's Position : Kitchen department Department : pastry kitchen

REVIEW DATE : 15 September 2023 Direct Supervisor : Yulius Satrio Aji

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.

3.5

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.

3.5

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

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

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;

More improve on Customer relations
(Warm Smile need to practice and Greeting to Customer)

PERFORMANCE SUMMARY * to be filled by OTTIMO International

TOTAL POINTS 30

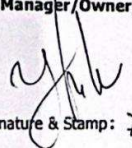
RATING _____

ACTION PLANS FOR DEVELOPMENT NEEDS

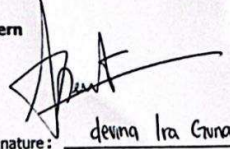
1. _____
2. _____
3. _____
4. _____
5. _____

III. SIGNATURES


On-Site Manager/Owner/Chef


Signature & Stamp: Yulius Seteo Agsi Dated 15 September 2023

The Intern


Signature: devina Ira Gunawan Dated 15 September 2023

OTTIMMO International Master Chef Academy


Signature & Stamp: Robby Dated 11 October 2023
Dept. Head Student Affairs



Akademi Kultur & Patiseri
OTTIMO
 INTERNATIONAL
TRAINING AND CONSULTANT MANAGEMENT

**CONSULTATION FORM
 INDUSTRIAL TRAINING /
 FOODPRENEURSHIP**

Name : Devina Ira Gunougan
 Student Number : 2072130010003
 Advisor : Heri Adhonoata, S.P., M.Sc.

No	Date	Topic Consultation	Name/ Signature
1	2/8/2023	Approval 1 & 2	<i>[Signature]</i>
2	10/8/2023	Preface	<i>[Signature]</i>
3	11/8/2023	executive summary	<i>[Signature]</i>
4	11/8/2023	Chapter I	<i>[Signature]</i>
5	12/8/2023	Chapter II	<i>[Signature]</i>
6	12/8/2023	Chapter III	<i>[Signature]</i>

No	Date	Topic Consultation	Name/ Signature
7	20/8/2023	Chapter 3	<i>[Signature]</i>
8	22/8/2023	Chapter 4	<i>[Signature]</i>
9	1/9/2023	kitchen layout, etc	<i>[Signature]</i>
10	1/9/2023	Bibliography	<i>[Signature]</i>







Akademi Kuliner & Patiseri
OTTIMMO
INTERNASIONAL

CULINARY ARTS GASTRONOMY BAKING & PASTRY ARTS

Student Name : Devina Ira Gunawan
Student Number : 2074130010003
Exam Day & Date : Kamis, 05 Oct 2023
Lecture : Michael Valent, A.Md. Par.
(19950219 2001 074)

No	Correction List	Page	Approval
1.	Tambahkan lagi poin-poin pada Suggestion.	29	

Acknowledge,
Advisor

(Heni Adhianata, S.T.P., M.Sc.)
19900613 1402 016



Student Name : Devina Ira Gunawan
Student Number : 2074130010003
Exam Day & Date : Kamis, 05 Oct 2023
Lecture : Heni Adhianata, S.T.P., M.Sc.
(19900613 1402 016)

No	Correction List	Page	Approval
	Cek note		<i>Aa</i>

Acknowledge,
Advisor

(Heni Adhianata, S.T.P., M.Sc.)
19900613 1402 016



Akademi Kuliner & Patiseri

OTTIMMO
INTERNASIONAL

CULINARY ARTS GASTRONOMY BAKING & PASTRY ARTS

Student Name : Devina Ira Gunawan
Student Number : 2074130010003
Exam Day & Date : Kamis, 05 Oct 2023
Lecture : Anthony Sucipto, A.Md. Par.
(19960325 2201 085)

No	Correction List	Page	Approval

Acknowledge,
Advisor

(Heni Adhianata, S.T.P., M.Sc.)
19900613 1402 016