

## SELF-ASSESSMENT GUIDE

|   |                                  |           |
|---|----------------------------------|-----------|
| Qualification   | <b>COMMERCIAL COOKING NC III</b> |           |
| Certificate of Competency 1:  | <b>PLAN AND PREPARE FOODS</b>    |           |
| Instruction: <ul style="list-style-type: none"> <li>• Read each of the questions in the left-hand column of the chart.</li> <li>• Place a check in the appropriate box opposite each question to indicate your answer.</li> </ul> |                                  |           |
| <b>Can I?</b>   | <b>YES</b>                       | <b>NO</b> |
| • Plan and prepare food*  |                                  |           |
| • Select food items based on season, budget , occasion and customer requirements*   |                                  |           |
| • Calculate food costs and budget and reporting requirements*   |                                  |           |
| • Plan, lay-out and display of buffet according to food, occasion and desired theme*  |                                  |           |
| • Use appropriate methods of cookery for ala carte, buffet, pates and terrines, specialized and specialty cuisine food items*   |                                  |           |
| • Present and serve food items *  |                                  |           |
| • Store food items in appropriate holding equipment to ensure quality standards*  |                                  |           |
| • Select service equipment, service ware, and linen to display food and decorations   |                                  |           |
| • Supervise buffet service to ensure replenishment and total display remains neat and attractive*   |                                  |           |
| • Maintain temperatures and prevent cross contamination to prevent food spoilage*   |                                  |           |
| • Use appropriate preparation and cooking techniques for bulk cooking system*   |                                  |           |
| • Apply and maintain food quality control procedures and systems in raw materials, cooking, portion control and presentation*   |                                  |           |
| • Identify and solve problems related to quality control*   |                                  |           |

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| • Prepare and cook food to specified internal temperatures*  |              |  |
| • Portion and package food*  |              |  |
| • Select appropriate service equipment and linen for buffet display  |              |  |
| • Plan buffet according to required theme or occasion*   |              |  |
| • Determine quantities needed and calculates portions and recipes based on needs*  |              |  |
| • Use garnishes and accompaniments to enhance taste and appeal   |              |  |
| • Identify potential health problems through cross contamination and food spoilage and takes appropriate preventive measures*  |              |  |
| <p><b>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</b></p> |              |  |
| <b>Candidate's Signature:</b>  | <b>Date:</b> |  |

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| Qualification   | <b>COMMERCIAL COOKING NC III</b>       |           |
| Certificate of Competency 2:  | <b>PLAN AND PREPARE QUANTITY FOODS</b> |           |
| Instruction: <ul style="list-style-type: none"> <li>• Read each of the questions in the left-hand column of the chart.</li> <li>• Place a check in the appropriate box opposite each question to indicate your answer.</li> </ul> |  |           |
| <b>Can I?</b>   | <b>YES</b>                             | <b>NO</b> |
| • Design work schedule and workflow plan for bulk cooking *   |  |           |
| • Organize operation and service of orders for smooth workflow and to minimize delays   |  |           |
| • Identify appropriate equipment for production and cooking requirements  |  |           |
| • Use appropriate preparation and cooking techniques for bulk cooking system*   |  |           |
| • Apply and maintain food quality control procedures and systems in raw materials, cooking, portion control and presentation*   |  |           |
| • Identify and solve problems related to quality control*   |  |           |
| • Prepare and cook food to specified internal temperatures*   |  |           |
| • Portion and package food*   |  |           |
| • Select appropriate service equipment and linen for buffet display   |  |           |
| • Plan buffet according to required theme or occasion*  |  |           |
| • Determine quantity needed and calculate portions and recipes based on needs*  |  |           |
| • Use garnishes and accompaniments to enhance taste and appeal  |  |           |
| • Identify potential health problems through cross contamination and food spoilage and takes appropriate preventive measures*   |  |           |

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|--|--------------|--|
| • Chill cooked foods properly*   |              |  |
| • Place food items in appropriate storage  |              |  |
| • Monitor and record storage temperatures  |              |  |
| • Prepare frozen food for reheating/re-thermalization process  |              |  |
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| Qualification   | <b>COMMERCIAL COOKING NC III</b>       |           |
| Certificate of Competency 3:  | <b>PLAN AND COST CATERING SERVICES</b> |           |
| Instruction: <ul style="list-style-type: none"> <li>• Read each of the questions in the left-hand column of the chart.</li> <li>• Place a check in the appropriate box opposite each question to indicate your answer.</li> </ul> |  |           |
| <b>Can I?</b>   | <b>YES</b>                             | <b>NO</b> |
| • Identify enterprise and or/customer requirements for menus  |  |           |
| • Plan and prepare menus based on enterprise or customer's requirements and menu planning considerations*   |  |           |
| • Demonstrate proficiency in costing and pricing menus*   |  |           |
| • Select and use catering control systems   |  |           |
| • Plan production schedules*  |  |           |
| • Apply stock control measures and security procedures in food production and storage areas*  |  |           |
| • Plan portion and use appropriate tools  |  |           |
| • Establish ordering and purchasing systems   |  |           |
| • Demonstrate analysis and apply current industry data and prices*  |  |           |
| • Prepare market order  |  |           |
| • Update financial records  |  |           |
| • Monitor daily food sales based on customer preferences and adjustments to menus*  |  |           |
| • Select appropriate software in food costing and maintains financial records for ease and efficiency*  |  |           |
| <b>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</b>   |  |           |
| <b>Candidate's Signature:</b>   | <b>Date:</b>                           |           |