

Table Attendant Short Skills Training Programme



RBI invites interested employed people to further their skills through its funded Table Attendant Short Skills Programme, accredited by CATHSSETA.

The three-month-long training programme will enable participants to effectively perform the duties of a restaurant table attendant.

Training will be presented both theoretically and practically.

CRITERIA FOR SELECTION:



To be eligible for selection into this programme, you must:

- Be a South African
- Be currently employed in the Hospitality Industry (Food and Beverage Department)

NB: Please drop your application at the RBI offices in Phokeng for the attention of Julia Tsitsi or submit it via email to:

Dorothy.langa@bafokeng.com or
Patrick.masilo@bafokeng.com

COURSE CONTENTS:



Theory:

- Health, hygiene & professional appearance
- Layout, services and facilities
- Safe & secure working environment
- Basic calculations
- Making payments
- Communication skills
- Telephone etiquette
- Providing customer service
- Cleaning & setting tables
- Methods of folding napkins
- Menus
- Food & Wine

Practical:

- Setting tables
- Taking & placing orders
- Serving food at the table
- Serving a buffet / carvery
- Serving wine
- Preparing the bill
- Handling payments
- Providing customer service
- Communication skills
- Handling problems

To apply, submit:

A clear certified copy of your ID not older than 3 months | your current and updated CV

For more information contact 014 556 1400 or visit our website at <https://www.bafokenginstitute.org.za/>