

Interview Questions: Production Assistant

#### Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Interviewer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. The Central Kitchen Production Assistant will be responsible for working in tandem with the Executive Chef and the Production Cooks for calculating, weighing, measuring, preparing, and assembling ingredients for bulk recipe production. Tell us about your previous experience in a large scale commercial cooking environment. Please give specific examples. *1 2 3 4 5*
   1. *Interviewer Note - Look for: Applicable work experience, specific examples of weighing and measuring, following recipes, accuracy, speed, food safety, following SOPs*
2. What types of institutional food service equipment have you used? What is your experience with cleaning and maintenance with this type of equipment? *1 2 3 4 5*
   1. *Interviewer Note - Look for: Knives, slicers, grinders, shredders, ovens, cook/chill machines, chillers, blast chillers, vacuum sealers, baggers, commercial dishwashers.*
3. The Central Kitchen will require workers to perform duties in various climate controlled conditions. Tell us about any previous experiences you may have had working in adverse conditions, and what were they? *1 2 3 4 5*
   1. *Interviewer Note - Look for: Experience in cold rooms, outdoor work, proper attire, heat*
4. Please tell us about your computer and technology skills, including specific software programs you are familiar with. Please be specific. *1 2 3 4 5*
   1. *Interviewer Note - Look For: Specific Programs, Word, Excel, email, Google, other, food service software, show comfort level learning new things*
5. The Production Assistant will be required to peel, cut and shred ingredients utilizing high volume production equipment. How do you keep yourself motivated when tasked with repetitive work?*1 2 3 4 5*
   1. *Interviewer Note - Look for: Specific Strategies, focusing on the task, set goals for task completion, rhythm of work with others, teamwork*
6. Please tell us how you handle stress in the workplace. Tell us about the most stressful work-related situation you have encountered and the actions you took to bring the stress level down. *1 2 3 4 5*
   1. *Interviewer Note - Look for: Professionalism, proactive behaviors, positive attitude, creative solutions, flexibility, patience, communication*
7. It can be a stressful and demanding situation working in a kitchen, requiring you to think on your feet. What would you do, if someone asked you to assist with another task that would prevent you from finishing your regularly assigned work? *1 2 3 4 5*
   1. *Interviewer Note - Look for: Maintaining positive attitude, teamwork, prioritizing, check in with manager to see how the other task will be completed, asking for help when needed*
8. We have a high level of focus on food quality. Tell us how you would evaluate food products for appearance, quality, and taste, and what you would do if a product you are preparing isn’t up to your quality standards. *1 2 3 4 5*
   1. *Interviewer Note - Look for: Use 5 senses, check quality of stock ingredients, confer/communicate with manager, determine if product can be fixed/saved, or must be discarded, check recipe process*
9. Continuous monitoring of electronic temperature on all cook/chill equipment is a requirement of the Production Assistant. Please tell us about your experience with time and temperature monitoring and recording. *1 2 3 4 5*
   1. *Interviewer Note - Look for: Specific applicable examples, awareness of food safety, effect of time and temperature on pathogens, keeping daily logs, corrective actions*
10. This position requires the utilization of a high level of food service sanitation knowledge and practice. Please tell us about your previous experience following Food Safety plans and Standard Operating Procedures. Give examples of at least two SOPs (Standard Operating Procedures) you have followed in your past work experience. *1 2 3 4 5*
    1. *Interviewer Note - Look for: Specific examples, temp logs, cleanliness, sanitation, HACCP, time/temperature abuse, handwashing, food safety classes or certifications*
11. We will have two shifts, one very early morning through early afternoon, and one late morning to evening. We will be assigning people to one shift or the other based on the needs of the operation. Do you have a preference? We will try to take this into consideration.
12. Please tell us anything else you would like us to know about you that will aid us in making our decision.
13. What would you like to ask us about this position?