

Opening / Closing Workbook Questions

1. What should the Opening Manager do prior to exiting his or her vehicle and opening the restaurant?
2. True or False: For safety purposes, Co-workers may only enter the restaurant through the back door during opening hours.
3. True or False: Certified Breakfast Lead Persons (who have passed a background check and a drug test) may carry keys to open the restaurant.
4. When is a Sanitation Walk-Through completed, and who is responsible for completing it?
5. What should Co-workers do with their vehicles before closing?

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6. At a minimum, how often should cash drawers be pulled? To what cash level? Why?

7. How can recipes be adjusted to avoid over-production during slow periods (such as near closing) while maintaining a full offering on the buffet?

8. Why is it necessary at closing to fill all hot wells with water to a level where it will touch the bottom of a 2 ½" deep pan and place empty, clean pans on the hot bar?

9. List the steps involved in closing down the dish room at the end of the night.

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10. If an opening Manager observes any suspicious activities or conditions upon arrival at the restaurant, such as a broken window, what should the Manager do?

11. Which chart provides instructions for Bakery items that may be stored/kept overnight and used the next day?