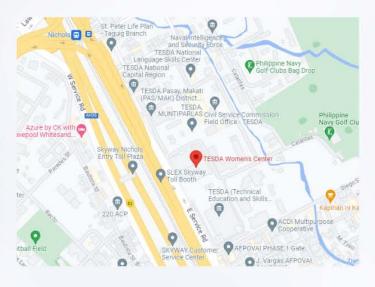


## **VISION**

To be the leading TESDA Polytechnic Institute for Women in 2028

### **MISSION**

As the lead Polytechnic Institute for women's empowerment, we advocate and provide programs and services geared toward a quality-assured, inclusive, and gender-fair TVET





# CONTACT DETAILS

- **PHONE:** (+63) 2 8817 2650 / 8817 2651
- **EMAIL US:** twc@tesda.gov.ph
- OUR WEBSITE:
   http://twc.tesda.gov.ph
- OUR ADDRESS:

  Bldg. 2, TESDA Complex,
  East Service Road, Taguig
  City, NCR



#### **BASIC COMPETENCIES**

- Participate in Workplace Communication
- Work in Team Environment
- Solve/Address General Workplace Problem
- Develop Career and Life Decisions
- Contribute to Workplace Innovation
- Present Relevant Information
- Practice Occupational Health and Safety Procedures
- Exercise Efficient and Effective Sustainable Practices in Workplace
- Practice Entrepreneurial Skills in the Workplace

#### COMMON COMPETENCIES

- Develop and Update Industry Knowledge
- Observe Workplace Hygiene Procedures
- Perform Computer Operations
- Perform Workplace and Safety Practices
- Provide Effective Customer Service

# CORE COMPETENCIES

- Prepare the Dining Room / Restaurant Service
- Welcome Guest and Take Food and Beverage Orders
- Promote Food and Beverage Products
- Provide Food and Beverage Services to Guests
- · Provide Room Service
- · Receive and Handle Guest Concerns

This course is designed to enhance the knowledge, skills and attitude in Food and Beverage Services NC II in accordance with industry standards. It covers core competencies on preparing the dining room area for service, welcoming guest and taking food and beverage orders, promoting food and beverage products, providing food and beverage service, providing room service and receiving and handling guest concerns. It covers the basic, common and core competencies.





## **OPPORTUNITIES**

- BE A WAITER
- BE A FOOD AND BEVERAGE SERVICE ATTENDANT

# TRAINEE REQUIREMENTS

- CAN COMMUNICATE BOTH ORAL AND WRITTEN
- PHYSICALLY AND MENTALLY FIT
- WITH GOOD MORAL CHARACTER
- CAN PERFORM BASIC MATHEMATICAL AND COMPUTER OPERATION
- MUST HAVE AT LEAST 10 YEARS BASIC EDUCATION OR AN ALS CERTIFICATE OF ACHIEVEMENT WITH GRADE 10 EQUIVALENT HOLDER
- MUST UNDERGO TRAINABILITY EVALUATION