



Australian Government

A U S T R A L I A N
A P P R E N T I C E S H I P S

Your Life. Your Career. Your Future.

Hospitality

Practice Aptitude Quiz

Practice Aptitude Quiz

Part 1: About this quiz

Use this quiz to prepare for an Apprenticeship in Hospitality

This quiz:

- Is NOT a formal assessment tool or pre-requisite for any job application
- Shows key learning standards for the Hospitality industry
- Has been developed with the help of industry leaders, TAFE and high schools

Quiz details

This quiz will:

- Take approximately 60 minutes to complete
- Ask you numeracy and literacy questions specific to the Hospitality industry
- Assess your literacy and numeracy at a Year 9 standard
- Allow you to use a calculator
- Share correct answers at the end

Who should take this quiz?

You should complete this quiz if you:

- Are thinking about starting an Apprenticeship in the Hospitality industry
- Want to practise for a formal aptitude test

Need help with your literacy and numeracy skills?

If you want to improve your literacy and numeracy skills, reach out to any of the below:

- Australian Apprenticeship Support Network providers
- Your Registered Training Organisation when you start training
- Reading Writing Hotline:
1300 655 506
www.readingwritinghotline.edu.au
- Careers advisers and your teachers (if you're in high school)

More information about the Hospitality industry

Visit www.yourcareer.gov.au/industries/h/accommodation-and-food-services

On this page you'll be able to:

- See the most popular Hospitality industry occupations
- Get general information and statistics about the industry
- Search for Hospitality industry courses

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How to use this quiz

This is an interactive form that can be filled out on your computer.

You can either:

- Fill it out on your computer; OR
- Print it out; OR
- Write your answers down on paper as you go.

Use the answers section at the end of the quiz to see how you went.

How to complete this quiz on your computer

1. Download and save the quiz onto your computer
2. Open the file from your computer
3. Fill in the form using a keyboard and mouse

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Part 2: The Quiz

Section 1: Language and Literacy

1. Write the following words and phrases in alphabetical order:

Pastry Cooking

Chef de Partie

Menu

Presentation

Pastry Cook

Chef de Cuisine

Demi Chef

Preserved foods

Commis Chef

Sous Chef

2. There are 14 spelling errors in the text below. Correct the spelling and list them in the order they appear in the text:

Deeling with the general publick can be stresfull at times, as everybody has there own perceptions of the service they should recieve in a given situation. Provideing considerably less than those expectations, puts you at risk of loosing a customer, and even wurz, having your employes exposed to complaints.

What is a complaint?

A complaine is useually and expression of dissatisfaction with service, food or drink quality and bill paying.

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3. Read the article below and answer the questions that follow:

Chefs plan and organise the preparation and cooking of food in a number of settings.

A chef may perform the following tasks:

- Plan menus and work out food and labour costs together with the head chef;
- Plan staff rosters and supervise the activities of cooks and assistants;
- Discuss food preparation issues with managers, cooks, apprentices and other staff members;
- Order food, kitchen supplies and equipment;
- Demonstrate techniques to cooks and advise on cooking procedures;
- Prepare and cook food;
- Divide food into portions, add sauces and garnishes;
- Explain and enforce hygiene regulations;
- Select and train staff;
- Freeze and preserve foods.

In larger establishments such as 'five star' restaurants, the chef de cuisine or head chef generally does more supervising than cooking. Senior chefs have to attend staff meetings where they discuss problems related to their areas and receive or issue instructions to other managerial staff.

In small restaurants, the head chef may prepare food, assisted by other cooks or apprentices. As well as expert cooking knowledge, chefs involved in supervision need a general knowledge of the skills and activities of all their workers.

The range of duties carried out by chefs will vary depending on where they work. Chefs may be required to work shifts, including weekends and public holidays. The work may be demanding, especially at peak hours of the day.

Chefs may specialise as a:

- Chef de Cuisine - head chef or first chef;
- Sous/Second Chef - is the second-in-charge in the kitchen;
- Chef de Partie - a chef specialising as a larder cook, butcher, pastry cook, sauce cook, roast cook, relief cook, side-dish cook, breakfast cook, canteen cook or fish cook;
- Demi Chef - a chef specialising in a particular type of cooking as part of the kitchen brigade; or
- Commis Chef - a chef that has just completed an apprenticeship or has an equivalent qualification.

Personal Requirements:

- A high level of personal cleanliness;
- Enjoyment of cooking;
- Ability to organise efficient work schedules;
- Good communication skills;
- Punctuality;
- Flexibility to perform shift work on a 24-hour rotating roster as required;
- Ability to work under pressure and stay calm in difficult situations.

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Select the correct answer to the following questions:

a. The Chef de Cuisine is the:

- Junior Chef
- Head Chef
- Pastry Chef
- Second Chef

b. Chefs need to:

- Enjoy cooking
- Have good communication skills
- Have a high level of personal cleanliness
- All of the above

c. Supervisory positions require the Chef to:

- Have an understanding of the skills of all the employees
- Do a lot of food shopping
- Deal primarily with the customers
- Use the cash register

d. What is a chef who specializes in a particular type of cooking known as?

- Specialist Chef
- Expert Chef
- Demi Chef
- Trio Chef

e. What type of work would the head chef in the restaurant of a large five star hotel normally do?

- More supervising than cooking
- More cooking than supervising
- More dealing with customers than cooking
- More cleaning than serving

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4. Read the following food safety and health guidelines and answer the questions that follow:

Cuts and abrasions can occur when you:

- Handle and work with knives;
- Handle glass;
- Clean sharp equipment.

To reduce the risk of cuts:

- Always cut away from your body;
- Always carry knives with the point down and the blade facing behind you;
- Never try to catch a falling knife;
- Stay alert – always be conscious of your cutting technique;
- Always store knives correctly after use. Never allow them to hang over the edge of a work bench;
- Always use the correct knife for the job;
- Never fool around with a knife;
- Keep knives sharp at all times;
- Dispose of broken glass correctly.

Burn injuries are an occupational hazard in the Hospitality industry. To lower the risk of burns and scalds:

- Assume everything is hot;
- Do not expose bare skin to chemicals;
- Use baskets when deep frying rather than dropping food directly into the deep fryer;
- Use a dry cloth to pick up hot trays as wet cloths will generate steam;
- Keep sleeves rolled down at all times to stop hot liquid splashing onto your arms;
- Protect your face from steam when opening the steamer door.

Cross contamination means transferring bacteria from contaminated people, equipment, food and surfaces to cooked and prepared foods. Food spills can cause cross contamination, therefore:

- Cover foods with waterproof wrapping or store them in sealed containers;
- Once canned foods are opened, transfer the contents into a suitable container;
- Gloves should be changed as soon as you change tasks, such as from handling cooked foods to raw goods;
- Equipment and utensils should be thoroughly cleaned as you change tasks;
- Cooked foods must be stored above raw and different produce/ingredients;
- Food should be stored separately where possible.

Questions:

a. List three ways to reduce the risks of burns and scolds.

1. _____
2. _____
3. _____

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b. What does cross contamination mean?

c. Describe at least five ways to reduce the risk of cuts:

Section 2: General Knowledge

1. List the 5 main food groups:

1. _____
2. _____
3. _____
4. _____
5. _____

2. How are peeled potatoes stored? Select the correct answer.

- In water to prevent them from going brown
- In a damp cloth to prevent them from going brown
- In the refrigerator
- On the kitchen bench in a well-lit area

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3. What is the best way to defrost food? Select the correct answer.

- In the microwave
- In the refrigerator
- Under running water
- On the kitchen bench on a hot day

4. When should you wash your chopping board? Select the correct answer.

- At the completion of each separate/different task
- At the end of your shift
- At the beginning of everyday
- Only when you prepare raw meat

5. Match the following nine dishes with the type of cuisine by writing the correct cuisine in the right column:

Type of Cuisine	Dish	Correct Type of Cuisine
Italian	Tapas	
Thai	Pho	
Greek	Massaman Curry	
Vietnamese	Minestrone	
Chinese	Sushi	
Spanish	Tandoori Chicken	
French	Baklava	
Japanese	Peking Duck	
Indian	Ratatouille	

6. Which one of these items would you use to whip cream? Select the correct answer.

- Whisk
- Spatula
- Wooden Spoon
- Fork

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7. When should you wash your hands when handling food? Select the correct answer.

Immediately before starting and whenever you change tasks.

After touching your hair or face or any part of your body.

After visiting the toilet or after doing something else other than handling food.

All of the above.

8. What should be the temperature range of a refrigerator? Select the correct answer.

12 - 15°C

2 - 4°C

30 - 60°C

-18 - 0°C

9. Name the following three chef's utensils:



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Section 3: Numeracy

1. Write the following as a number:

a. two thousand six hundred and thirty four

b. fifty six thousand and eighty seven

2. Work out the answers for the following:

a. $37 + 41$

b. $68 + 74$

c. $258 + 105$

d. $6946 + 4247$

e. $78 - 53$

f. $258 - 157$

g. $354 - 78$

h. $8527 - 6383$

i. 5×4

j. 9×12

3. Multiply the following:

a. 6.87 by 10

b. 13.2 by 3

Practice Aptitude Quiz

4. Match the terms listed below with the correct abbreviation for units of measurement. Write your answer in the right-hand column:

Distance Time Temperature Weight
 Volume Dollars Percentage Speed

kg	
\$	
ml	
km/hr	
min	
%	
°C	
km	

5. From the list of numbers below, write the correct description in the right-hand column:

Percentage Decimal Fraction
 Mixed Ratio Cost

3/8	
5:4	
\$9.00	
16.37	
25%	
2³/₄	

Practice Aptitude Quiz

6. Convert the Following:

a. \$2.41 to cents

b. 500 cents to dollars

c. 182 days to weeks

d. 3.5 kilograms to grams

e. 4000 grams to kilograms

f. 120 minutes to hours

g. 180 seconds to minutes

h. 3 hours and 12 minutes to minutes

i. 3 metres to millimetres

j. 5000 millimetres to metres

k. 2000 millilitres to litres

l. 4 litres to millilitres

m. 8:00 pm to 24 hour time

n. 1600 (24 hour time) to am/pm time

7. How many hours and minutes are there from 7:30 am to 3:00 pm?

8. What would the time be if it is:

a. 15 minutes after 9:30 am?

b. 30 minutes before 10:00 pm?

Practice Aptitude Quiz

9. Match the best estimate for the following problems using the numbers below:

100

130

60

200

600

a. $98 + 33$

b. 34×18

c. $713 \div 11$

d. $24.95 + 73.25$

e. $205 - 11.55$

10. Two numbers add up to 40. Find the other number if one number is 15?

11. A cake recipe lists the following ingredients:

½ cup of chopped walnuts

1½ cup caster sugar

2 cups self-raising flour

What is the total number of cups of ingredients?

12. How much does 1½ kg of beef mince cost at \$10 per kg?

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13. Calculate the following:

a. 10% of \$44

b. 25% of 1200

14. Carmella's birthday dinner bill of \$48.00 was divided equally among 6 people.

a. How much did each pay?

b. On Tuesdays, all meals are half price. If the birthday dinner was held on a Tuesday night, how much would each pay?

15. Sun Lee earns \$500 a week before tax. She receives a pay rise of 10%.

a. What is her pay increase before tax?

b. What is her new weekly wage before tax?

16. Greg buys a set of deluxe carving knives for \$250. He resells them for \$375.

a. What profit does Greg make? (in dollar value)

b. What is the profit as a percentage of the cost price?

17. An egg is composed of three parts, shell, white and yolk. If an egg weighs 50 grams and if the shell represents 10% of this weight, how many grams of shell are there?

18. Which represents the best value buy? Select the correct answer.

3 kg for \$4.00

12 kg for \$18.00

19. If a 50g serving of fish contains 250mg of sodium, how many milligrams of sodium would there be in a 200g serving of fish?

Practice Aptitude Quiz

20. From the pictures below, what is the ratio of:

a. bottles to glasses? _____

b. glasses to bottles? _____



21. If donuts cost 50 cents each how much would a dozen donuts cost?

22. If a glass holds 200 ml, how many glasses could be filled from a 1 litre bottle?

23. Mary, a qualified chef, receives a salary of \$52,000 a year before tax. How much is Mary paid before tax each fortnight?

24. Jose earns \$21.25 per hour for a 38-hour week. How much does Jose earn a week?

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25. Read the following menu and answer the questions that follow:

The Southern Wharf Bistrot	
Dinner Menu	
Entrée	
Soup of the Day	\$ 12.50
Seafood Bouillabaisse with Rouille	\$ 18.50
Chicken, Leek and Brie tart	\$ 15.50
Roasted Vegetable, Pesto and Haloumi Lasagna	\$ 17.00
Freshly Shucked Oysters (each)	\$ 3.50
Main Course	
Slow Cooked Pork Belly with Mushrooms	\$ 32.00
Chargrilled Lamb Rump with Sweet Potato Cake	\$ 35.00
Roasted Free Range, Corn Fed Chicken	\$ 33.00
Locally Caught Fish of the Day	\$ 36.00
Dessert	
White Chocolate Crème Brulee	\$ 9.50
Manhattan Lemon Cheese Cake	\$ 9.50
Fresh Fig and Almond Pudding	\$ 9.50
Coffee & Tea	
Espresso	\$ 4.00
Cappuccino	\$ 4.00
Tea Selection	\$ 3.00
Enjoy	

Heidi had a Chicken, Leek and Brie tart for entrée, Chargrilled Lamb Rump with Sweet Potato Cake for the main course, and a White Chocolate Crème Brulee as a dessert with an espresso. Matt ordered the Soup of the Day, Fish of the Day, and Manhattan Lemon Cheese Cake with a cappuccino.

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Questions:

- a. What is the cost of a $\frac{1}{2}$ dozen Oysters?

- b. What was Heidi's total for her bill?

- c. Heidi paid for her meal with cash totaling \$100. How much change did she get?

- d. How much did Matt's meal cost?

- e. What was the total bill for Heidi and Matt?

- f. If this meal had been purchased with a 50% off coupon, how much would Heidi have paid for her meal?

- g. How much would Heidi have saved by using the coupon?

- h. If Heidi and Matt had both used coupons to halve the total cost of the meal, how much would each have paid if they shared the bill equally?

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ANSWERS

Section 1: Language and Literacy

1. Chef de Cuisine, Chef de Partie, Commis Chef, Demi Chef, Menu, Pastry Cook, Pastry Cooking, Presentation, Preserve foods, Sous Chef
2. Dealing, public, stressful, their, perceptions, receive, Providing, losing, worse, employees, complaint, usually, an, dissatisfaction
3. a. Head chef
b. All of the Above
c. Have an understanding of the skills of all employees
d. Demi chef
e. More supervising than cooking
4. a. To prevent burns and scalds: Assume everything is hot; Do not expose bare skin to chemical; Use baskets when deep frying; Use a dry cloth to pick up hot trays; Keep sleeves rolled down at all times; Protect your face from steam when opening the steamer door.
b. Cross contamination means transferring bacteria from contaminated people, equipment, food and surfaces to cooked and prepared foods and food spills.
c. Five ways to reduce cuts can include: Always cut away from your body; Always carry knives with the point down and the blade facing behind you; Never try to catch a falling knife; Stay alert; Always store knives correctly after use; Always use the correct knife for the job; Never fool around with a knife; Keep knives sharp at all times and; Dispose of broken glass correctly.

Section 2: General Knowledge

1. Dairy
Meat/Poultry/Eggs/Fish or Protein
Fruits and Vegetables
Grains/Cereals/Pulses or Carbohydrates
Fats and Sugars
2. In water to prevent them from going brown.
3. In the refrigerator.
4. At the completion of each separate/different task.

5.

Tapas	Spanish
Pho	Vietnamese
Massaman Curry	Thai
Minestrone	Italian
Sushi	Japanese
Tandoori Chicken	Indian
Baklava	Greek
Peking Duck	Chinese
Ratatouille	French

6. Whisk
7. All of the above
8. 2 - 40C
9. Knife, Steel, Stone

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Section 3: Numeracy

1. a. 2,634 b. 56,087
 2. a. 78 b. 142 c. 363 d. 11,193 e. 25 f. 101 g. 276
 h. 2,144 i. 20 j. 108
 3. a. 68.7 b. 39.6

4.

Kg	Weight
\$	Dollars
ml	Volume
km/hr	Speed
min	Time
%	Percentage
°C	Temperature
Km	Distance

5.

3/8	Fraction
5:4	Ratio
\$9.00	Cost
16.37	Decimal number
25%	Percentage
2¾	Mixed number

6. a. 241 cents b. \$5 c. 26 weeks d. 3500 g e. 4 kg
 f. 2 hrs g. 3 mins h. 192 mins i. 3000 mm j. 5 m
 k. 2 litres l. 4000 ml m. 2000 hrs n. 4 pm
 7. 7 hrs and 30 mins
 8. a. 9:45 am b. 9:30 pm
 9. a. 130 b. 600 c. 60 d. 100 e. 200
 10. 25
 11. 4 cups
 12. \$15.00
 13. a. \$4.40 b. 300
 14. a. \$8.00 b. \$4.00
 15. a. \$50 b. \$550
 16. a. \$125 b. 50%
 17. 5 grams
 18. a. 3 kg for \$4.00
 19. 1000mg
 20. a. 2:5 b. 5:2
 21. \$6.00
 22. 5
 23. \$2000
 24. \$807.50
 25. a. \$21 b. \$64 c. \$36 d. \$62 e. \$126 f. \$32
 g. \$32 h. \$31.50