

PREPARE SANDWICHES

UNIT CODE: HOS/OS/FP/CR/010/4

UNIT DESCRIPTION

This unit specifies the competencies required to plan, prepare and present various sandwiches. It requires the ability to prepare toasted, club, book maker, tripple decker, open and monsieur/madame sandwiches.

ELEMENTS AND PERFORMANCE CRITERIA

ELEMENT These describe the key outcomes which make up workplace function.	PERFORMANCE CRITERIA These are assessable statements which specify the required level of performance for each of the elements. <i>Bold and italicized terms are elaborated in the Range</i>
1. Prepare toasted sandwiches	1.1 <i>Types of sandwiches</i> identified as per the recipes. 1.2 Equipment suitable to prepare sandwiches are identified and selected as per the recipe. 1.3 Ingredients are identified and selected as per the recipe. 1.4 Toasted sandwich is prepared as per the recipe 1.5 Sandwiches are garnished with array of salad as recommended. 1.6 Toasted sandwiches are served hot as per the recipe or customer specifications
2. Prepare open sandwiches	5.1 Equipment suitable to prepare sandwiches are identified and selected as per the recipe. 5.2 Ingredients are identified and selected as per the recipe. 5.3 Open sandwiches sandwich is prepared as per the recipe. 5.4 Open sandwiches are garnished with a rray of salad as recommended. 5.5 Open sandwiches sandwiches are served hot as per the recipe or customer specifications
3. Prepare closed sandwiches	1.1 Equipment suitable to prepare sandwiches are identified and selected as per the recipe. 1.2 Ingredients are identified and selected as per the recipe. 1.3 Closed sandwich is prepared as per the recipe.

	1.4 Closed sandwiches are garnished as recommended. 1.5 Closed sandwiches are served hot as per the recipe or customer specifications
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RANGE

This section provides work environments and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

Variable	Range
1. <i>Types of sandwiches</i> include but not limited to:	<ul style="list-style-type: none"> • Open • Closed • Toasted

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit of competency.

Required Skills

The individual needs to demonstrate the following skills:

- Consistency
- Knife skills
- Vegetable cuts
- Cleaning methods
- Use of working tools and equipment
- Creativity/Innovation
- Garnishing
- Communication
- Interpersonal relations

Required Knowledge

The individual needs to demonstrate knowledge and understanding of:

- Hazard Analysis of Critical Control Points (HACCP)
- Standard Operating Procedure (SOP)
- Occupational Safety and Health (OHS)
- Work place procedures
- Time management

- Efficient workflow
- Culture and religion (kosher, halal, vegans)
- Food product knowledge
- Quality control
- Costing and cost control
- Storage of sandwiches
- Portion control
- Purchase specification
- Fats and oils
- Seasonings (Sugar, salt. Herbs and spices)
- Types of cheese
- Nutrition and dietetics
- Garbage management
- Food trends (organic products, molecular gastronomy)
- Hospitality law
- Professional ethics

EVIDENCE GUIDE

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

1. Critical aspects of Competency	<p>Assessment requires evidences that the candidate:</p> <ul style="list-style-type: none"> 1.1 Identified tools and equipment for preparing sandwiches. 1.2 Identified ingredients for preparing sandwiches. 1.3 Prepared a variety of sandwiches as per the recipe. 1.4 Demonstrated ability to apply safe work practices and identify OHS hazards and controls. 1.5 Garnished sandwiches with array of salads. 1.6 Served the prepared sandwiches hot as per the recipe or as per customer specifications. 1.7 Managed waste effectively. 1.8 Communicated effectively. 1.9 Demonstrated a positive attitude. 1.10 Managed time effectively.
2. Resource Implications	<p>The following resources MUST be provided:</p> <ul style="list-style-type: none"> 2.1 Fully equipped safe kitchen. 2.2 A working environment meeting the OSHA standards. 2.3 A variety of ingredients.
3. Method of Assessment	Competency may be assessed through

	<p>3.1 Direct observation using a checklist</p> <p>3.2 Written tests</p> <p>3.3 Oral questions</p> <p>3.4 Assignments</p> <p>3.5 Review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate.</p>
4. Context for Assessment	Assessment may be done in the workplace or in a simulated workplace setting (assessment centers)
5. Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

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