Looking for Intern Students
Ling Nyuk Ping [ling@vivopizza.com]

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Sent: Wednesday, September 11, 2019 9:47 AM
To: Unit Perhubungan dan Latihan Industri PSIS
Attachments: Vivo American Pizza and PA~1.pdf (147 KB) [Open as Web Page]

Hi,

Good day. We are currently looking for intern students for service crew and kitchen crew. The job description for service and kitchen crews are explained as below:

RESPONSIBILITIES (SERVICE DEPARTMENT):
- Provide friendly and professional service to customers.
- Perform table service such as order taking, food serving, cashiering and related roles.
- Ensure proper handling for all operation equipment.
- Ensure all in-store facilities conform to sanitary regulations.
- Ensure strict compliance with Company’s policies and procedures.
- Assist managers in daily operations.

RESPONSIBILITIES (KITCHEN DEPARTMENT):
- Inspect food preparation and serving areas
- Ensure observance of safe, sanitary food-handling practices.
- Prepare food with minimum wastage and within comfortable waiting time.
- Exercise good cost and inventory management.
- Ensure freshness of ingredients.
- Ensure strict compliance with Company’s policies and procedures.
- Perform table service such as order taking, food serving, cashiering and related roles.
- Ensure proper handling for all operation equipment.
- Ensure all in-store facilities conform to sanitary regulations.
- Ensure strict compliance with Company’s policies and procedures.
- Assist managers in daily operations.

Working Hours:
6 days per week with 8 working hours per day

Benefits:
- Overtime claim
- Training
- Medical benefits
- EPF, SOCSO, EIS contributions
- Career growth

Vacancies are available in following places:
- Aeon Mall Bukit Indah, JB
- Plaza Pelangi, JB
- Sutera Mall, JB
- Aeon Mall Kulaijaya, JB
- Setia Tropika, JB
- R & F mall, JB
- Aeon Mall Tebrau City, JB
- Paradigm Mall, JB
- Gravity Green, Bandar Seri Alam
- Aeon Bandaraya Melaka
- Mahkota Parade, Melaka
- Aeon Taman Maluri Shopping Centre, KL
- Aeon Mall Ipoh Station 18, Ipoh
- Aeon Mall Kinta City, Perak
- Aeon Mall Bukit Mertajam, Penang
- Aeon Mall Kota Bharu, Kelantan
- Berjaya Time Square, KL
- Empire Shopping Gallery, Selangor

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Company Profile:
Vivo American Pizza and Panini restaurants is a growing chain of restaurants with 21 outlets currently located in major strategic malls across Malaysia. To ensure perfection at every bake, Vivo combines traditional baking methods with the latest baking technology. We also combine 30 years of pizza-making experiences with next-generation pizza-baking concepts to offer you an exceptional Vivo experience. We are constantly striving for excellence and are on the lookout for young professionals who share the same passion! We strive to bring you a life with passion. We help you to believe you can move mountains.

Look forward for your response. Thank you for your time.

Sincerely yours,
Ling Nyuk Ping
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| a/10, Jln. Bayu 4, Bandar Seri Alam, 81750 Masai, Johor Bahru, Johor, Malaysia. |
| w/www.vivopizza.com | fb/www.facebook.com/VivoPizza/ |
COMPANY OVERVIEW

Vivo American Pizza and Panini Restaurant is a quick casual restaurant serving quality traditional and contemporary western cuisine. The brand is reputed for its wide range and tasty delicacies from gourmet Pizzas, Paninis, delicious Main Courses, Baked Dishes, Creative Desserts and Beverages.

Target Market

Vivo caters to young adults and professionals in the age group of 18 to 35 years old who are mostly university students and young professionals. We also cater to customers in the middle and upper class who want to indulge in western meals in a comfortable yet casual ambience.

Quality products, Creative dishes

Product quality is always of utmost importance to us. Freshness and hygiene are the main factors that we emphasize on in the central kitchen which operates in an HACCP environment. We conduct regular R&D projects to continuously improve our product quality. Our marketing team also works closely with our in-house chefs to create innovative dishes to further whet customer’s appetite.

Vivo American Pizza and Panini restaurant has a growing chain of restaurants with 18 outlets currently located in the major strategic malls across Malaysia notably:

- Klang Valley (Berjaya Times Square, Empire Shopping Gallery Damansara, Aeon Bukit Tinggi, Aeon Rawang, Aeon Shah Alam, Aeon Mall Taman Maluri, Nilai)
- Johor Bahru (Aeon Bukit Indah, Aeon Mall Tebrau City, Aeon Mall Kulai jaya, Sutera Mall, Plaza Pelangi, Setia Tropika, Paradigm Mall Johor Bahru, Gravity Green, Bandar Seri Alam, R&F Mall)
- Malacca (Aeon Bandaraya Melaka, Mahkota Parade)
- Northern (Aeon Station 18, Aeon Bukit Mertajam, Aeon Kinta City)
- East Coast (Aeon Kota Bahru)

WHY VIVO?

THE PASSION- We are deeply passionate about what we do- from the use of high quality ingredients, persistent research and development, right down to churning out creative dishes that are 100% halal certified, perfect for the health buffs and guaranteed to deliver the most tantalizing of tease for customer’s taste bud in familiar flavours they’ve grown to love.

Therefore, we constantly striving for excellence and are on the lookout for young professionals who love to share the same passion with us!
INTERNSHIP PROGRAM

We strive to look for the students from following courses:

- Diploma in Food and Beverage Management
- Diploma in Culinary

We do provide a wide range of on-the-job training opportunities from Back of House to Front of House in a whole restaurant operation. Following table is the eight (8) basic functions in Vivo American Pizza & Panini Restaurant.

<table>
<thead>
<tr>
<th>CATEGORY</th>
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<tbody>
<tr>
<td>FRONT OF HOUSE (FOH)</td>
<td>HOSTESS</td>
<td>BACK OF HOUSE (BOH)</td>
<td>BARISTA</td>
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<td></td>
<td>CASHIER</td>
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<td>PIZZARRIA</td>
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<td>ORDER TAKER</td>
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<td>FOOD RUNNER</td>
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<td>FOOD CHECKER</td>
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What Student Can Learn?

Front of House (FOH)

- Gain experience on the real work life situation in a restaurant.
- Practise to take food order from customer and provide assistance with their queries.
- Learn how to handle the customers’ complaint.
- Maintaining proper dining experience, delivering items, fulfilling customer’s need, removing courses, replenishing utensils, refilling glasses.
- Maintain the cleanliness and sanitation of the dining area.
- Deliver good customer service to all customers.

Back of House (BOH)

- Gain the chance to experience the real work situation in a restaurant kitchen.
- Assist in food preparation and cooking following SOP.
- Apply kitchen safety techniques.
- Maintain the cleanliness in kitchen area.
- Assist in kitchen inventory, stock count.

INTERNSHIP BENEFIT

- We do provide attractive monthly allowance.
- EPF and SOCSO Contribution.
- Working Hours & Days: Eight (8) hours/ day (exclude meal break time) with six (6) working days.