

**Specification of Competency Standards
for the Chinese Catering Industry
Unit of Competency**

1. Title	Coordinate banquet services in the Chinese catering industry
2. Code	CCZZSM403A
3. Level	4
4. Credit	6
5. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>5.1 Control the cost of banquet menus</p> <ul style="list-style-type: none"> ◆ Understand menu designs and dish combinations ◆ Understand the effects of the sources of seasonal ingredients on costs ◆ Master the share of menu costs and the calculation of profit margins <p>5.2 Design banquet menus</p> <ul style="list-style-type: none"> ◆ Prepare ordinary menus according to customer requirements ◆ Prepare various kinds of menus for celebrations such as wedding, birthday, red egg and ginger banquets and other gatherings <p>5.3 Master the knowledge about banquets coordination</p> <ul style="list-style-type: none"> ◆ Master the relevant duties such as equipment preparation, liaison and communication with other sections in various kinds of banquets ◆ Organize meeting and understand the job allocations between different sections ◆ Communicate and liaison with relevant external industries <p>5.4 Coordinate banquet services in the Chinese catering industry</p> <ul style="list-style-type: none"> ◆ Plan and provide banquet services according to customer requirements
6. Range	While working in Chinese restaurants or relevant workplaces, practitioners should be able to coordinate various kinds of Chinese banquet services according to customer requirements.
7. Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <p>(i) the abilities to coordinate various kinds of banquets; and</p> <p>(ii) the abilities to prepare banquet menus according to customer requirements and profit margin specified by the organization.</p>
8. Remarks	This unit of competency is applicable to practitioners of the sales section and those engaged in management in Chinese restaurants.