

## Task Card



**I show the event area**

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T\_08

## Task Card



**I work with the event planner**

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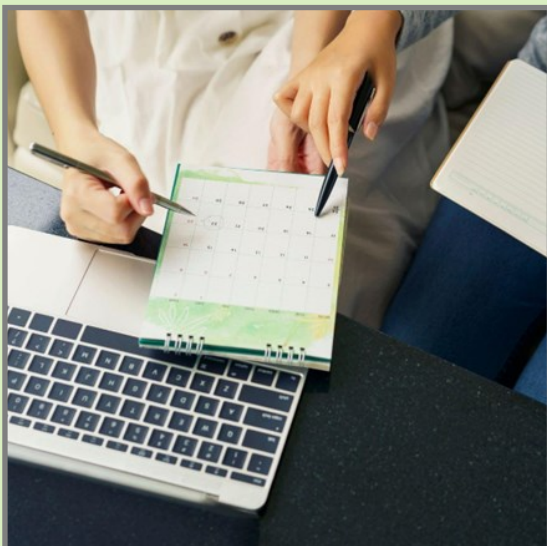
T\_10

## Task Card



**I write down important things**

---



T\_03

## Task Card



**I put on decorations**

---



T\_22







## Task Card



**I check if everything is organised**

---



T\_20

## Task Card



**I prepare the food**

---



T\_02

## Task Card



**I follow recipes**

---



T\_06

## Task Card



**I chop vegetables and other foods**

---



T\_23







## Task Card



**I fry and cook on a stove**

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◆◆ T\_21

## Task Card



**I keep the kitchen clean**

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◆◆ T\_13

## Task Card



**I clean rooms and bathrooms**

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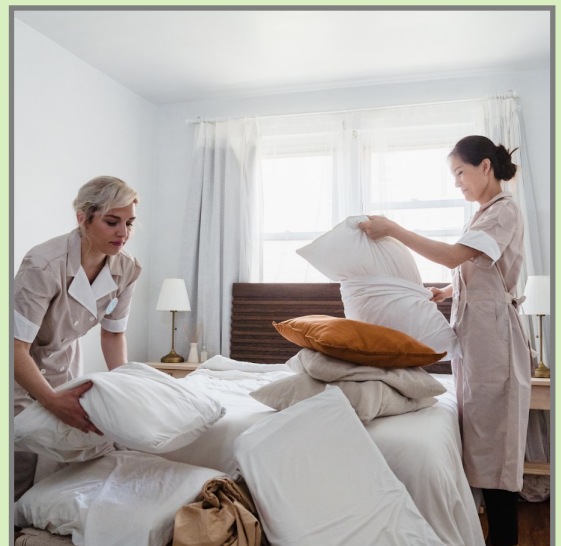
◆◆ T\_15

## Task Card



**I change and wash bed clothing and towels**

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◆◆ T\_04





## Task Card



**I vacuum the floors**

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◆◆ T\_09

## Task Card



**I clean furniture**

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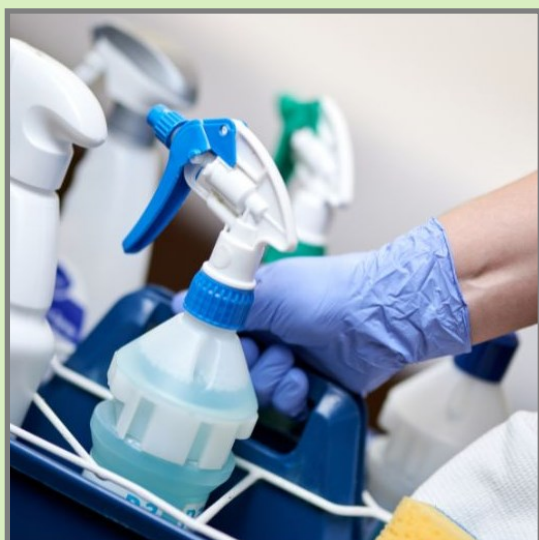
◆◆ T\_17

## Task Card



**I restock supplies in hotel rooms**

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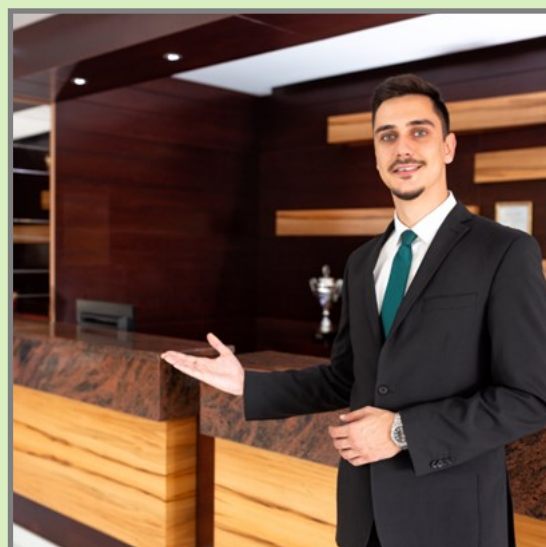
◆◆ T\_32

## Task Card



**I welcome guests when they arrive and say goodbye when they leave**

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◆◆ T\_19





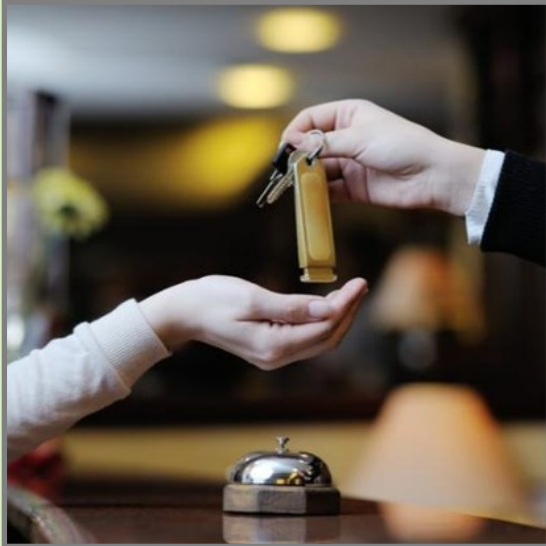


## Task Card



**I hand guests the key to their room**

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T\_01

## Task Card



**I answer questions that the guests ask**

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T\_05

## Task Card



**I answer the telephone and take notes**

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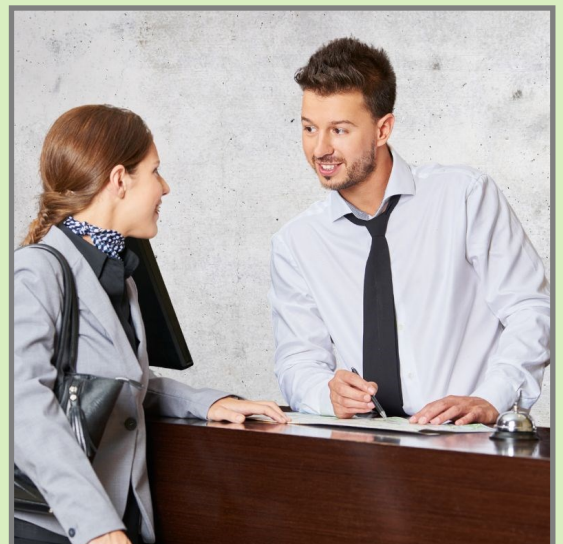
T\_35

## Task Card



**I suggest places to visit**

---



T\_12







## Task Card



**I write down guests  
reservations**

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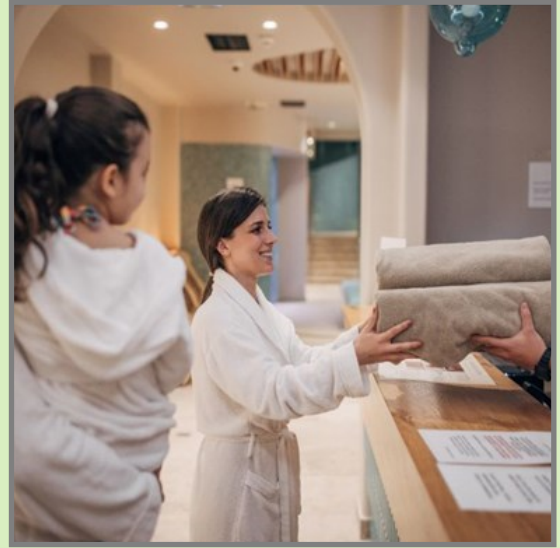
◆◆ T\_11

## Task Card



**I bring clean towels,  
slippers and other goods**

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◆◆ T\_14

## Task Card



**I inform co-workers of  
new information  
I received**

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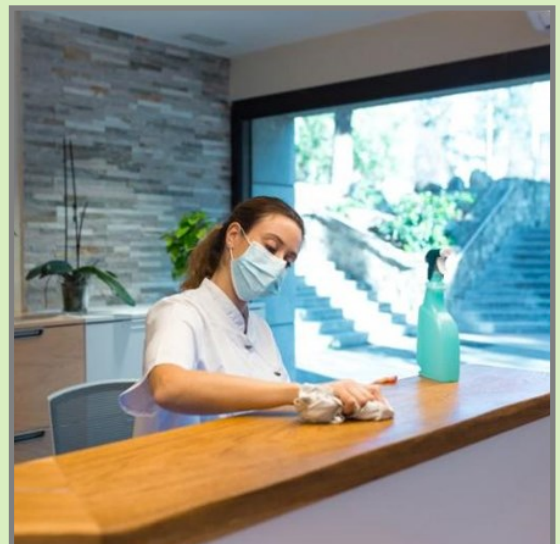
◆◆ T\_16

## Task Card



**I keep the desk area clean  
and organised**

---



◆◆ T\_18







## Task Card



**I help bartenders and servers when necessary**

---



T\_26

## Task Card



**I help to open and close the bar**

---



T\_41

## Task Card



**I clear glasses and tables**

---



T\_32

## Task Card



**I replenish the bar with straws, coasters and napkins**

---



T\_28







## Task Card



**I clean the coffee machine and refill containers**

---



T\_44

## Task Card



**I prepare cold dishes such as salads and cold snacks**

---



T\_45

## Task Card



**I make soft drinks like coffee, smoothies, juices.**

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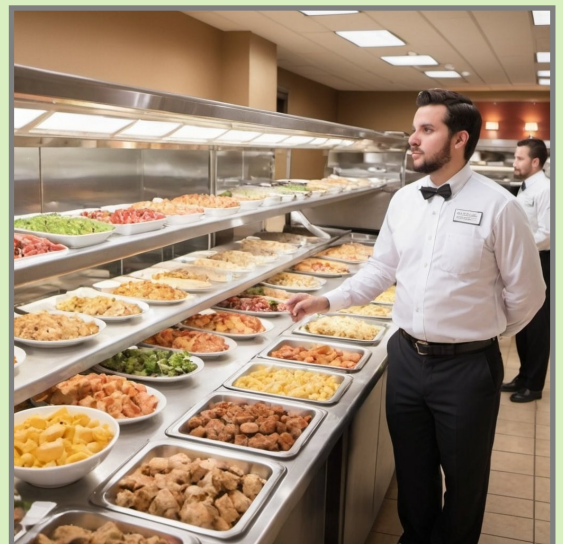
T\_36

## Task Card



**I make sure the buffet is always full**

---



T\_27







## Task Card



**I set up and clean tables**

---



◆◆ T\_30

## Task Card



**I clean the area around the buffet at the end of the day**

---



◆◆ T\_39

## Task Card



**I water plants, trees and grass**

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◆◆ T\_42

## Task Card



**I clean the passage in the garden**

---



◆◆ T\_31







## Task Card



**I dig and plant flowers  
in the garden**

---



T\_29

## Task Card



**I weed wild plants  
from flower pots**

---



T\_40

## Task Card



**I clean and organize  
the tools of  
the garden**

---



T\_33

## Task Card



**I clean and organise ta-  
bles and chairs**

---



T\_25







## Task Card



**I collect dirty dishes  
from the tables**

---



T\_34

## Task Card



**I set up tables**

---



T\_07

## Task Card



**I serve drinks  
and wines if trained**

---



T\_37

## Task Card



**I serve the dishes  
to the tables**

---



T\_38







# Task Card



**I guide the guests to  
their spa location**

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T\_24





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