

How will I find a Job?

1. Set a schedule to work for 10 days at Table Grace Café – shifts are from 9:30am-2:30pm
 - a. Make sure it is a schedule you can keep
 - b. Show up on time (5 minute grace period - no exceptions – if you are going to be late, you must call in advance, if you fail to call to inform us you will be late, you will be terminated from the program. Each person is allowed 1 tardy, a second will result in termination)
2. Complete a resume/application with the help of a TGC staffer before the end of your 10 days.
3. Call the restaurants you are interested in working in, ask who the managers are and when they will be there.
4. Physically go to the restaurants, walk in, ask for the manager by name, tell them you are looking for a job and you can start immediately.
5. Tell them you have a resume and letter of recommendation – give it to them even if they say they are not hiring.
6. They will say yes or no, if they say yes, you found a job, if they say no, move on to the next restaurant until someone says yes.

I agree to follow the above guidelines. I agree to be kind, courteous, cooperative, and professional. I understand that I will get out of this program what I put into it. I must be willing to follow the above guidelines in order to find a job. I understand there are no guarantees.

Name – Printed

Signature

Date