## <u>Table Grace Café Job Assistance Program for Restaurant Workers</u> <u>Application</u>

Name:					
	First	Midd	le I.	Last	Phone
Address:			Email:		
			Do you wan in a restaura		
Please list th	ne names and p	phone number	rs for two char	acter refere	ences:
#1			#2		
Name	<u></u>	#	Name	Δ	#

**Important**: The Table Grace Café does NOT hire employees through the Job Assistance Program. The goal of this program is to HELP PEOPLE FIND JOBS IN MAINSTREAM RESTAURANTS.

- Each participant must complete 10 days of unpaid training at Table Grace Café. (preferably 2 consecutive weeks with 5 days in each week)
- If an applicant misses a shift, Table Grace Café must be notified AT LEAST 12 HOURS IN ADVANCE. (for example if you are unable to work at 9:30am on a Friday, you must call by 9:30pm the previous day)
- Failure to show up for a shift without giving the required notice will terminate your eligibility for the program.
- Participants will set a schedule for their 10 days on the first day they work the program. Missing a scheduled day may result in termination from the program.

## What will you get out of this?

- 1. Basic training in restaurant work: dishwashing, food safety, sanitation, cleaning, food handling, customer service, etc.
- 2. Letter of recommendation.
- 3. Help finding a job in a restaurant.

## What you will NOT get out of this.

- We can't guarantee you will find work
- We cannot offer transportation to your interviews
- We will not hire you at Table Grace Café. We are a nonprofit restaurant and as such have only our basic program staff and rely on volunteers to keep the Café going.

## 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.

and professional. I understand th	ines. I agree to be kind, courteous, cooperative at I will get out of this program what I put into above guidelines in order to find a job. I ees.
Name – Printed	Signature

\_\_\_\_\_ Date