

SWEET EATS FRUIT FARM

Support Staff

Helping Families Make Magical Memories

To do this, take pride in your product or the task you are working on. Work honestly and work hard. It takes a complete team, front of house and back of house, to serve our customers well. You are working in support of the mission and your job is integral to help us fulfill our mission. Thank you for joining our team.

Employee Expectations

Your crew is depending on you: Be on time for shifts and work the entire shift.

Tardiness: If you are running late let your manager know as far in advance as possible. You must let them know before your shift starts. >5 minutes late, without notice, can result in a write up. If you have a habit of tardiness, even with notice, it can result in a write up.

Scheduled Absences: Ask your manager for time off at least 2 weeks in advance

Unscheduled Absences: If you are unable to make a scheduled shift let your manager know ASAP. If you do not call and/or do not show up for work, your employment can be subject to disciplinary action, up to termination.

Breaks: no more than 2-five minute, paid, smoke, coffee or snack breaks in a day. Lunch break of 15-30 minutes, unpaid, will be offered.

Conduct:

- Take pride in your work, be a team player, do not stand around.
- Conduct yourself in a professional and respectful manner at all times.
- We have an open door policy to voice complaints or issues - communicate with your manager when an issue arises
- Do not let your cell phone become an issue-wait until scheduled break time to use your cell phone
- Speak to your manager if you need to text or call so that you can step away from your task.
- Wear comfortable clothing, no undergarments visible, closed toe shoes, sun protection when working outdoors, rain protection when necessary.
- No smoking in customer areas. You may smoke in the parking lot, away from major customer walking paths or areas.

Name

Signature

Date

POC for this is Jonni Meredith, HR Manager jonni@sweeteats.com

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