

## **Onboarding Training Checklist**

### **Role: Cashier/Runner**

Below you will see a checklist of resources you need to read, watch and review prior to your first day on our team. You will find these resources to view at: [www.urickconcessions.com/training.html](http://www.urickconcessions.com/training.html)

### **Orientation Videos**

*\*These videos can also be located on the onboarding welcome page*

- √ Video One: Personnel and Pay
- √ Video Two: General Information, Dress Code and Training
- √ Video Three: Health Department
- √ Video Four: Customer Service
- √ Video Five: Security and Misc. Topics

### **Training Videos**

- √ Video One: How to Clock In/Out for Work
- √ Video Two: How to Make Funnel Cake Mix
- √ Video Three: How to Cook a Funnel Cake
- √ Video Four: How to Cook an Elephant Ear

### **Training Document**

- √ Trailer Training Document (includes: menu, how to serve menu items, how to light fryer, how to make ice cream, how to make funnel cake mix, etc)

### **For Review**

*\*located on the onboarding welcome page*

- √ Familiarize yourself with our management team
- √ Familiarize yourself with the map of our locations on the Indiana State Fairgrounds