

**WE ARE
HIRING**

JOB OPENINGS

JOIN US

HELP WANTED

VACANCY

WELCOME

JOB

NOW HIRING

APPLY TODAY

WANTED



STAFFING ANALYSIS TOOL

This is the first step in the hiring process.

An accurate number of staff you need to successfully run your restaurant.

You may be surprised at how many staff you really need to create a balanced productive schedule.



Staffing Analysis Tool (TPCH)

Restaurant Name: _____ Restaurant #: _____

Month	Restaurant			Year Restaurant			Projection & Profile		
	Actual Current Staffing	Monthly Costs	TPCH Transac- tion Per Hour	Average Check	Monthly Turnover	Crew Vacation Percent	Sick Crew Percent	Number of Full Time Staff	Average Full Time Hours
January									
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									

TOP Drag mouse over boxes containing a red corner triangle for additional instructions.

Peak Staffing Target
SDI#001

Yearly Average Staffing
SDI#002

Annual Staffing Hiring Plan

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Projected Sales	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Projected Transac												
Projected hours	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001
Base Crew needed	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001
Turnover Need												
Vacation Need	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001
Sick Need	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001
Total Crew Needed	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001
Planned Hiring	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001

Current Month Staffing Levels

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Current Staffing												
Less Crew Needed	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001
Immediate Hiring	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001	SDI#001





HIRING VS RECRUITMENT

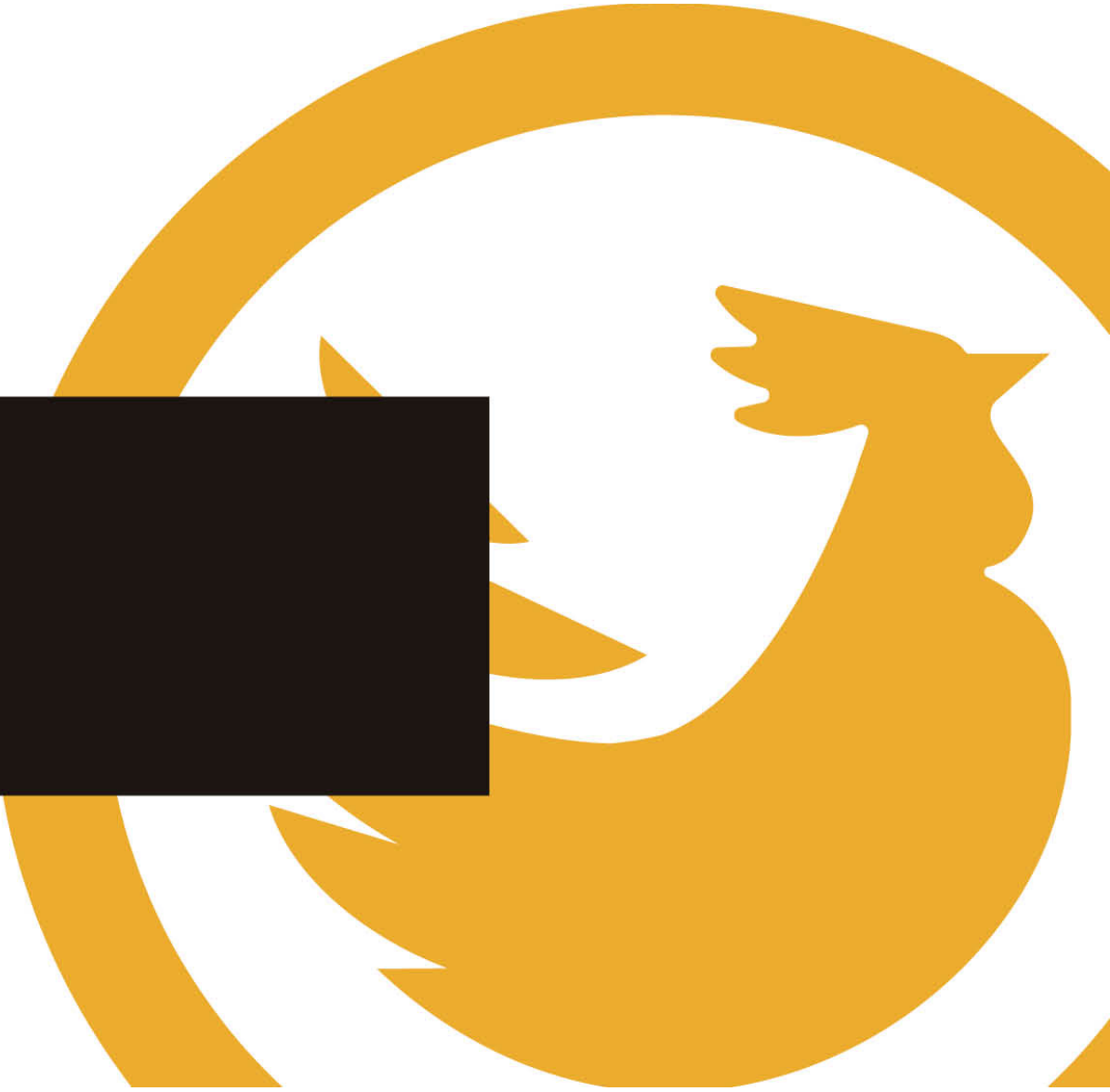


RECRUITMENT	HIRING
-Recruitment is the process of advertising, attracting, interviewing, selecting and hiring.	-Hiring is the process where we pick the best candidates out of the applicants we have.
-Involves everything from identifying the need to hire to filling the role.	-Involves choosing the right applicant from the applications received.
-Occurs first.	-Follows recruitment.
-The main objective is to encourage a large number of candidates to apply for the position.	-The main objective is to select the right candidate for the position.

A large, stylized orange smiley face is positioned in the background, partially obscured by a dark brown rectangular box. The smiley face has a simple, thick orange outline and a white curved line for a smile.

HIRE THE SMILE

TRAIN THE SKILL

A stylized orange fox head logo is positioned in the background on the right side of the slide. The fox is facing left, with its head and ears clearly defined. A large, thick orange arc curves around the fox's head, partially enclosing it.

RECRUITING

INTERNAL HIRES

- Constantly encouraging our staff to grow. Succession Plans are in place to map out the journey.
- “Refer a Friend” program. When an employee refers a friend and they stay past the probation period the employee receives \$50

EXTERNAL HIRES

- Placing job postings on Indeed.(your market leader can help)
- Host a hiring fair or join one in your neighborhood.
- Post an add at your nearest High School, University or College.





THE HIRING PROCESS

