

Training Checklist – Day 4 - BOH

Name: _____

Goal: Checklists, Practice & Stocking (Rush Ready)

Note: Only place check mark if task has been completed.

1) Task ↓	Demonstrated (check)	Initial	2) Task ↓	Demonstrated (check)	Initial
Review all previous quizzes and answers together TBD: Video #7	Go over quizzes taken and compare with correct answers. Explain why.		Review key procedures & items	<ul style="list-style-type: none"> - turn on / off grill - turn on / off fryer - location of emergency valves - cook & season items - wrap wraps - package items - breakfast items 	
Understanding positions/roles	Aces in their places during busy periods		Backroom Knowledge: <ul style="list-style-type: none"> - FIFO - Walk-in organization - Food storage 6" above ground - Shelf life - Chemical storage and use 	Dating system (Colored DayDots), use first stickers & food labels Organizational charts Exp. date vs best by	
Slack Communication <ul style="list-style-type: none"> - Purpose - Check at beginning of each shift 			Go Over Prep List & Recipes		
Review Priorities List	<ul style="list-style-type: none"> - Explain purpose - Explain the reasoning behind the prioritization - walk through list - reset every time you are "done" 		Learn to make all lunch items Practice Breakfast Items	SEE ONE. DO ONE. TEACH ONE. Check if done: Hamburger: Gardenburger: Ult. Steak Sandw.: Tuna Sandwich: Crispy Chicken Wrap (& Spicy): Grilled Cheese:	
Rush Ready	<ul style="list-style-type: none"> - what does it mean - what does it look like - why it's important - think about the next shift 		Waste procedure <ul style="list-style-type: none"> - Why track waste - Different reasons for waste - Track employee meals 	Identify trends and minimize them Report large quantities directly to your manager	

ARE THEY READY TO MOVE ON?	Completed	Initial	ARE THEY READY TO MOVE ON?	Completed	Initial
Registered on Slack and in all pertinent Slack channels			Understands the priorities list		
Knowledgeable about backroom practices (FIFO, where to find things, how to store items)			Understands waste procedures	Demonstrate: - logging a thrown out cucumber - logging a staff meal	
Can find recipes in MarketMan	Demonstrate finding a recipe (e.g. chia pudding)		Knows how to make lunch items	Level of Confidence (1-10:	