



Employment with Satchel's BBQ

Thank you for your interest in working at Satchel's BBQ. Before you take the time to fill out the Employment Application, I would like to provide you with an explanation of my vision for Satchel's BBQ, what I am looking for in my employees, and what my employees can expect from me.

So what is Satchel's? It's a counter-service (no waiters or waitresses) bbq restaurant. Seating is limited (around 25-30 capacity), so much of the business will be take-out. The menu is small: four bbq meats with a choice of around six sides. No alcohol, only soda and tea (sweetened and unsweetened). All the meats are cooked on an outdoor wood-burning smoker (two smokers actually, one in the front and one behind the building). A variety of sauces will be served. All food is home-made. In short, it's all about good bbq food and good, friendly service delivered at a reasonable price (less than \$10 per person for a good meal).

In order to achieve this vision, I will need an excellent staff, one that not only will fulfill this vision but one that will expand it. Here's what I am looking for in an employee:

- **Reliable:** On time all the time and when something comes up, they provide as much notice as possible.
- **Flexible:** This is not a place that will have firm job descriptions. At some point, everyone (myself included) will be asked to do every job imaginable.
- **Respectful:** Respectful of customers. Respectful of your fellow employees, Respectful of me, your employer. And of course, respectful of yourself.
- **Hard working:** Not rocket science. If someone has to be encouraged throughout the day to stay on task and to get the job done, he or she is not going to work out.
- **Fun:** As sure as night follows day, this will be a fun place to work.
- **Honesty:** It's a cash business. I must have full trust in all my employees. Otherwise, it creates an atmosphere of suspicion and distrust.

I am the first to realize that this is not a one-way street. Just as I have expectations for my employees, they in turn have every right to expect certain things of me. So here's what I can promise all my staff:

- **An agreed-upon paycheck:** Goes without saying.
- **Honest feedback provided in a positive and constructive manner:** I want all my employees to succeed at Satchel's and succeed at whatever they end up doing after leaving Satchel's. The only way that is going to happen is if I am honest about what they are doing well and where they need to improve.
- **Respect:** Just as I expect my employees to show respect for me, their colleagues and the customers, I must always show respect to my staff, even when I am displeased with their performance.



So that's it. If you're still interested, please fill out the Employment Application and either fax it to 734-623-7701, email it to hugh@satchelsbbq.com or mail it to

Hugh Morgan
Satchel's BBQ
558 Glenmoore Drive
Ann Arbor, MI 48103.

Again, thank you for your interest in working at Satchel's BBQ.

Hugh Morgan
Owner

SATCHEL'S BBQ, LLC

APPLICATION FOR EMPLOYMENT

AN EQUAL OPPORTUNITY EMPLOYER

In order for you to be considered for employment, this application must be filled out in its ENTIRETY.
All statements made by applicants for employment on this application form will be checked for accuracy.

Name (Print in Ink)		Today's Date	
Current Address			
Previous Address		E-mail address	
Social Security Number		Work Phone No	Alternate Phone No
Position(s) applying for (Must check specific position listed to be considered) Line Cook Prep Cook Dishwasher		Home Phone No	Cellular Phone No
		Did someone refer you to apply for this position? Yes No If yes, who?	
Are you over the age of 18? Yes No If you are applying for a server or bartender position, do you meet the legal state age requirement to serve alcohol? Yes No		Do you have the legal right to work in the United States? Yes No	
Date you are available to start employment	How many hours per week do you expect to work?	Expected Hourly Rate	Expected Weekly Earnings

Work Schedule Availability

What shifts/hours are you available to work? Shifts start as early as 8AM and end as late as 10PM (please list start & end times in each Lunch & Dinner shift box)

Shift	MON	TUES	WED	THUR	FRI	SAT	SUN
Lunch	to	to	to	to	to	to	to
Dinner	to	to	to	to	to	to	to

Are you willing to work a split shift? Yes No

Are you willing to stay late in an emergency? Yes No

Are you willing to work holidays / weekends? Yes No

Is your schedule flexible so you can attend training? Yes No

Education	Name and location of school	Last year completed	Courses majored in	Graduate? List Degrees.
High School		9 10 11 12		Diploma: Yes No
College		1 2 3 4		
Other				

<p>Have you been convicted of a felony, or been incarcerated in connection with a felony, in the past 10 years? YES NO</p> <p>If you answered "Yes," please explain</p>

	Current or Most Recent Job	Previous Job	Previous Job
Company Name			
Company Address			
Company Phone Number			
Name and Title of Immediate Supervisor			
Job Title / Position			
Dates of Employment	/	/	/
	Month/Year to Month/Year	Month/Year to Month/Year	Month/Year to Month/Year
Reason for Leaving			
May we contact this employer	Yes No	Yes No	Yes No
Rate of Pay			

MILITARY EXPERIENCE (if applicable) AND/OR VOLUNTEER EXPERIENCE, List Activities & Skills Acquired: (Exclude activities relating to race, religion, color, ancestry, age, national origin, gender and disability)

Special Employment Notices (Please read carefully before signing below)

Satchel's BBQ, LLC does not discriminate in hiring or employment on the basis of race, color, religion, sex, national origin, ancestry, age (as defined by applicable law), legally recognized handicap, or veteran status. Satchel's BBQ, LLC is subject to the provisions of the resident state's Workers' Compensation Act and provides all staff members with coverage.

Initial

Statement

I certify the facts set forth in my application are true and complete. I understand and agree that, if employed, any misrepresentation, false statements, or omission of facts on this application may result in dismissal. I authorize Satchel's BBQ, LLC to check all personal and employment references and to verify all information I have included on this application form.

I understand and agree that this application, policies, practices and procedures, and all other communication distributed to me by Satchel's BBQ, LLC does not constitute or supplement any contract of employment. If I am hired, I understand and agree that all benefits, policies, and procedures may be changed by Satchel's BBQ, LLC, at any time, with or without notice. I further understand and agree that I have the option to terminate my employment relationship with Satchel's BBQ, LLC, with or without cause and without notice at any time, and that Satchel's BBQ, LLC retains a similar right.

Initial

Signature of Applicant

Date