## Dear Applicant,

Thank you for choosing the Angus Barn for possible employment. More than experience, we are interested in hiring the right person for the job. Our guests are more than #1; they are why we are here. Without guests choosing The Angus Barn as the place to dine we would not have a reason to employ anyone. We do whatever it takes to satisfy our guests as long as it is not illegal, immoral, unethical or does not compromise the integrity of the Angus Barn. Our mission statement is:

## WE MAKE MEMORIES BY RECOGNIZING AND APPRECIATING THAT EACH GUEST IS THE MOST IMPORTANT PERSON IN THE WORLD WHILE AT THE ANGUS BARN.

Our operating values are: INTEGRITY, TEAMWORK & EXCELLENCE

The Angus Barn also offers wonderful benefits for those who qualify: Health Insurance, Dental Insurance, Vacation Pay, Sick Pay, Flexible Spending Account, 401K plan, Jury Duty Pay, Bereavement Pay and Credit Union.

The Angus Barn is open for business Monday through Sunday. We do not close easily due to weather. If a guest comes through our doors outside regular operating hours and we have the personnel here to take care of them, we will serve them.

Please review the "All Hands On Deck" sheet. Full time and part time team members will be expected to be available to work these dates. Most events occur on or around the same time each year. Any additional dates will be announced. Keep this list for your information.

We take staff selection very seriously. If you are a final candidate, you can expect up to three interviews. We will not take a "warm body" just to fill a vacancy quickly, so please be patient.

We are committed to maintaining a drug-free workplace. This means that we do not tolerate the possession or use of drugs or unauthorized alcohol on the premises nor do we permit our staff to work under the influence of drugs or alcohol. We conduct onsite unannounced drug and alcohol testing. We also conduct post accident drug testing.

We will verify your job references, so please make sure past job information is correct and current. <u>Any</u> false or misleading statements may disqualify you from consideration, no matter how talented you may be. We also use the E-Verify system to validate information.

Take your time with your application. Be sure to fill it out <u>completely</u>, even if you attach a resume. **If a question does not apply to you, mark it "NA" (non-applicable) so we know you didn't avoid the answer.** Foodservice is a business of details, and we will only consider people who share our concern about the importance of handling all the small points.

We will review your application and call back any potential candidates to set up an interview time.

We will select only applicants that we feel are the best fit for the position. We will not discourage you from applying for any position you feel qualified for. We will make selections based on what strengths you bring to our team and how you fit into our operating style. We are looking for people committed to professional excellence and legendary guest service who will make a positive contribution to our company for as long as we choose to work together.

If you are not offered a position, we encourage you to apply again later. Many of our most successful staff members were not selected until their second or third try. Whatever your choice, we hope you will visit us often as a guest and let us know how we are doing. Thank you again for your interest and your time. We wish you all the best luck in the future, whatever direction your career may take you.

With best regards,

Marcia Felton HR Director