

Learning & Development

MH Restaurants New Team Member Training Schedule - Cook

NTM Name:	NTM Start Date:	NTM Location:
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Instructions			
Manager: <ul style="list-style-type: none"> Complete NTM information above Determine dates for each training shift Assign designated trainer for each shift GM to sign NTM Schedule upon completion 	NTM: <ul style="list-style-type: none"> Bring schedule to every shift Complete each assigned lesson and task Sign and receive trainer signatures daily Complete NTM Survey upon graduation 		

Day 1				Day 2			
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Day:	Date:	Time:	Trainer:	Day:	Date:	Time:	Trainer:
Monday		7am - 4pm		Tuesday		6am - 2pm	

SIGNATURE	NTM	TR	SIGNATURE	NTM	TR
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E.G.G.	<ul style="list-style-type: none"> Receive Username and Password from GM Username: Password: Complete Orientation Complete Culture Learning Path Complete HR Compliance Learning Path 			AYR	<ul style="list-style-type: none"> Read AYR Board, fill out AYR slip and receive manager signature 		
				Open	<ul style="list-style-type: none"> Read and review Kitchen 101 training document with focus on egg poacher, middle grill, potato grill and steam table Discuss and practice Safety and Sanitation measurements and standards 		
				Safety and Sanitation	<ul style="list-style-type: none"> Conduct Time and Temp Log with MOD 		
AYR	<ul style="list-style-type: none"> Read AYR Board, fill out AYR slip and receive manager signature 			Prep	<ul style="list-style-type: none"> Review prep recipes, pictures, videos and all training documents in Fusion Prep Discuss and practice Safety and Sanitation policies including cut glove usage, equipment usage and cleaning, as well as Cooling Chart Discuss and review Prep Philosophies such as One Item at a Time, Prep Complete by 11:00 and Once Ticket One Cook 		
Station Training	<ul style="list-style-type: none"> Review recipe builds, pictures, videos and all training documents in Fusion Prep Review Station at a Glance Sheet Review Station Training Guide Discuss and practice Safety and Sanitation practices and procedures Discuss and practice proper communication to Helm and PACE Assist with running side work, closing side work and Beautification 			Station Training	<ul style="list-style-type: none"> Review recipe builds, pictures, videos and all training documents in Fusion Prep Review Station at a Glance Sheet Review Station Training Guide Discuss and practice Safety and Sanitation practices and procedures Discuss and practice proper communication to Helm and PACE Assist with running side work, closing side work and Beautification 		
Close	<ul style="list-style-type: none"> Close line following Mis en Place Checklist and Beautification 						

Day 3				Day 4			
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Day:	Date:	Time:	Trainer:	Day:	Date:	Time:	Trainer:
Wednesday		6am - 2pm		Thursday		7am - 4pm	

SIGNATURE	NTM	TR	SIGNATURE	NTM	TR
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AYR	<ul style="list-style-type: none"> Read AYR Board, fill out AYR slip and receive manager signature 			Day:	Date:	Time:	Trainer:
Open	<ul style="list-style-type: none"> Read and review Meat Cookery document on Fusion Prep Discuss and practice Safety and Sanitation measurements and standards 			Thursday		7am - 4pm	
Safety and Sanitation	<ul style="list-style-type: none"> Conduct Steritech Walk with MOD 						
Prep	<ul style="list-style-type: none"> Review prep recipes, pictures, videos and all training documents in Fusion Prep Discuss and practice Safety and Sanitation policies including cut glove usage, equipment usage and cleaning, as well as Cooling Chart Discuss and review Prep Philosophies such as One Item at a Time, Prep Complete by 11:00 and Once Ticket One Cook 			AYR	<ul style="list-style-type: none"> Read AYR Board, fill out AYR slip and receive manager signature 		
Station Training	<ul style="list-style-type: none"> Review recipe builds, pictures, videos and all training documents in Fusion Prep Review Station at a Glance Sheet Review Station Training Guide Discuss and practice Safety and Sanitation practices and procedures Discuss and practice proper communication to Helm and PACE Assist with running side work, closing side work and Beautification 			Testing	<ul style="list-style-type: none"> Complete Station Test 		
				Prep	<ul style="list-style-type: none"> Review prep recipes, pictures, videos and all training documents in Fusion Prep Discuss and practice Safety and Sanitation policies including cut glove usage, equipment usage and cleaning, as well as Cooling Chart Discuss and review Prep Philosophies such as One Item at a Time, Prep Complete by 11:00 and Once Ticket One Cook 		
				Station Training	<ul style="list-style-type: none"> Review recipe builds, pictures, videos and all training documents in Fusion Prep Review Station at a Glance Sheet Review Station Training Guide Discuss and practice Safety and Sanitation practices and procedures Discuss and practice proper communication to Helm and PACE Assist with running side work, closing side work and Beautification 		

GM Signature:	Date:
Certification <ul style="list-style-type: none"> Work station solo during peak volume adhering to all Safety and Sanitation standards as well as Station Recipe Specifications 	
Close <ul style="list-style-type: none"> Close line following Mis en Place Checklist and Beautification 	
NTM Survey <ul style="list-style-type: none"> Complete New Team Member Training Questionnaire in the E.G.G. 	



TEACH . SHOW . TRY . TEACHBACK . FEEDBACK