STAFF TRAINING PLAN

Staff Training Plan is a key strategic tool for companies interested in retaining their employees and having a competent team to serve their customers.
It is very important for your team development.

JUN 09 MON

09:00 - 12:30

Michael White (Store Manager)

Schedules and communication

How to create your schedule, and how to distribute it to your employees. The way you communicate your schedule matters as much as the schedule itself.

JUN 09 MON

14:00 - 15:00

Video Training

The timekeeping system and time-off requests

Our company has an online system for recording working hours through the use of ID cards. We will show how to enter leave requests digitally.

JUN 10 TUE

09:00 - 10:00

Video Training

History of the company

How did our company come about? What are the main values we nurture? What are our mission and vision and how each individual can best contribute to the growth of the company.

JUN 11 WED

08:00 - 10:30

Health and Safety Officer

Occupational health and safety training

Occupational health and safety are a specialized branch of medicine that focuses on the physical and mental wellbeing of the employees in the workplace.

JUN 11 WED

12:00 - 13:30

Michael White (Store Manager)

Supermarket opening and closing

Turning off the lights, lowering the thermostat, and making sure all electronics have been shut down are only some items on the procedures checklist.

JUN 12 THU

08:00 - 11:00

Brenda Walsh (CFO)

Using the payment system

Customers are not only interested in what they buy, how much items cost, but also how they pay. Implementing the right payment strategy to process payments in stores is very important.

JUN 13 FRI

10:00 - 11:30

Brenda Walsh (CFO)

Counterfeit-bill detection

Counterfeit bills have long been a problem for businesses, negatively impacting profits. Learn how we fight against it.

JUN 16 MON

08:00 - 10:00

Victor Dunston (Chief Supervisor)

Shift supervisor training

A consistent, comprehensive training experience that creates a foundation for success for all new Shift Supervisors in the areas of leading people, cleanliness, food quality, and great service.

JUN 17 TUE

09:00 - 11:00

Michael White (Store Manager)

Customer complaint-management

Customer complaint management involves managing, reacting to, and reporting on complaints received through various channels.

MORE INFORMATION

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