



## BERGAMOT CAFÉ

### Advice to Applicants

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Thank you for your interest in working with us. I think you will find our approach to hospitality to be different from that of other operators in the market and we think this is the secret of our success. Our company has several significant goals:

**1. TO EARN A REPUTATION AS THE BEST EMPLOYER IN THE AREA**

We will hire the most qualified people we can find. We will support their development both within and outside the organization. We will talk to them, listen to them, learn from them, pay them well and demand a lot from each of them. We believe that only happy and professional staff can give the level of personal service we demand. We see an investment in people to be a worthy investment in the future of the company.

**2. TO OPERATE THE MOST SUCCESSFUL OPERATIONS IN THE MARKET**

Our operations will be exciting, diverse and profitable. We will consistently foster high professional standards. We will provide legendary service - the unique and powerful sort of personal care and attention that our guests tell stories about. We will develop a loyal repeat trade. We will find out what our guests want and be sure they are getting it. We will maintain rigid sanitation standards.

**3. TO HAVE A GOOD TIME**

We recognize that people go out to eat because they are looking for a good time, not just a good meal. We will build fun and lightness into our company in the interest of our collective mental health and peace of mind.

We are not just another foodservice company, and we are not looking for just another job applicant. This letter will give you some ideas of what to expect and how to proceed from here:

1. Be sure to fill it out completely, even if you enclose a resume. If a question does not apply to you, mark it "NA" 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.
2. We will verify all information you give us on the application. Any false or misleading statements will disqualify you from consideration, no matter how talented you may be. Please understand that we are not as concerned with what you tell us as we are that you give us the truth. Honesty is always the best policy . . . especially if you hope to become part of our team.
3. We are committed to maintaining a drug-free workplace. This means that we do not tolerate the possession of drugs or alcohol on the premises nor do we permit our staff to work under the influence of drugs or alcohol.
4. We will verify all your references. It does not matter if they still work for your old company or not. In fact, we often get better information from people who have taken other jobs. Please be sure that everyone you list knows to expect a call from us and has your permission to talk with us. It will require some work on your part, but, then, it takes a little extra effort to succeed in this business!
5. On the last page of the application, we give you the opportunity to make a personal "sales pitch." We suggest you give it some thought and present a case for yourself. After all, if you don't believe in you, why should we?
6. Read the final statement on the application carefully before you sign it. If you have any questions, please ask them before you give us your application. We will not consider unsigned applications.
7. Based on a review of your application, we will notify you within 5 working days from the date of your submission about the status of your application. We will either call or send you an email. If by some chance the 5 days pass without your hearing from us, please call.
8. Because our staff is actively involved in the operation of our company, do not be surprised to have portions of the selection process conducted by persons other than our managers.
9. We are an equal opportunity employer and we will select only qualified applicants for every position. Period. We will make selections based on what strengths you bring to our team and how you fit into our operating style.
10. We will regularly evaluate your performance so you know where you stand and how you are doing. The purpose of the appraisals is to assist with your personal and professional development.
11. Our success comes from delighting our guests and earning their regular patronage. Everything in our company is focused on achieving this goal.

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,

Jeff