

Restaurant Staff Onboarding

Personal Information

Full Name

Position

Start Date

Contact Number

Email

Documents Checklist

☐

ID Proof

☐

Work Permit

☐

Bank Details

☐

Certifications

Training Modules

☐

Food Safety & Hygiene

☐

Customer Service



Menu Knowledge



POS System

Uniform/Equipment Issued

Uniform Details

Equipment Issued

Notes

Additional Notes