

## **Concession**

Basic things to do on the job

This is a basic "How To" for those new to working with us or for people that just need a refresher. You won't be alone in the concession so try to find out who you're working with and divide the duties equally.

## **Opening Up**

This is the most important part of the day. Your job is to get everything setup and ready to sell as soon as possible.

Make sure you follow the steps because they are in the order in which are most needed.

### **❖ CHEESE**

- a. *Fill up measuring cup with water and heat up in microwave for at least 8 minutes, or until water is bubbling.*
- b. *To ensure hot cheese fast, put a third of a can of cheese in one of the two available bowls and dump the whole measuring cup of water in it and blend. Repeat 1 & 2 for the second bowl.*
- c. *Make sure the cheese feels smooth with just the right amount of water to cheese ratio(You can feel the correct smoothness of the cheese). Too much water in the cheese is super liquidy and unappetizing. Not enough water will cause it to thicken.*

### **❖ HOTDOGS**

- a. A new cooker was bought for 2017 season. Simply turn up the temperature and put hot dogs in container. In times of massive rushes of hotdog sales from customers or team packs:
  - b. Fill a measuring cup with hotdogs.
  - c. Fill with water.
  - d. Heat up in microwave for 3 minutes to start off.
- e. Feel hot dogs (with gloves) to check if they are actually hot to ensure they are indeed cooked. If not heat for 1-2mins more and repeat till cooked.

### **❖ Chili**

- a. *Simply fill a measuring cup full of chili and microwave for 4 minutes or until a little bubbly.*

### **❖ Nacho's**

- a. *Simply prepare the chips in the bowl. Stand them up and don't use too many cracked chips.*

## **Concession**

### **Basic things to do on the job Pt.2**

Once the preparations for opening are taken care of, its time to know a few things you can do to keep yourself busy during your shift. Please note that if you are repeatedly seen doing nothing you will be sent home early and if constant mentions from the higher ups occur, you will be terminated.

## ***On The Clock***

Just some simple things to make sure that you are always one step ahead of the customers.

### **1. HOTDOGS**

- Be sure to constantly check hotdogs so that you never run short on them, people will constantly ask you if they are ready. If there are team packs, make sure to put a separate set of hotdogs aside for said team.

### **2. CHILI AND CHEESE**

- This is considered our base for us. If we run out of this, even for a few seconds, people will constantly ask when its ready.

### **3. CANDY AND CHIPS**

- Be sure to restock our shelf with fresh items whenever we run out of anything. If we run out completely, tell either Alma, Oscar, or Gabriel.

### **4. DRINKS**

- We must not run out of cold drinks, especially during a Saturday. We don't sell cups of ice. Whenever a pack of Gatorades that is stored in the back fridge is used, be sure to replace it. On Saturdays, when the ice chests are used, use the drinks in said ice chests first before selling the ones in the fridge, so that we can put more drinks in to keep a constant flow of cold drinks.
  - If we run out of one item completely, tell either Alma, Oscar, or Gabriel.

## ***Supply Drop***

When supplies are being dropped off by Oscar, always mark the date they are received. Ex. chips brought on April 2nd are marked "4/2" etc, to ensure that older ones are sold before new items. Boxes of Chips and Nacho Chips are the only things that need to be marked.

## **Concession**

Basic things to do on the job Pt.3

### ***Closing Up***

#### **1. CHILI, CHEESE AND HOTDOGS**

- If in case these food items have leftovers to a point where they can't be disposed of, simply put them away in some of the containers we have stored away in the small gray container underneath the table, and place them in the back fridge (where the small drinks are stored).

#### **2. RESTOCK DRINKS**

- fill all empty spots in the front fridge
- **(Top Left)** Diet Coke, Sprite, and Dr.Pepper
  - **(Top Right)** Coca Cola
- **(Second from Top Left)** Blue Gatorade
- **(Second and Third from Top right)** Red Gatorade
  - **(Third from Top Left)** Yellow Gatorade
  - **(Floor, Bottom Left and Right)** Water

\*If in case there are empty spots for even one or two drinks simply place room temperature ones inside to avoid opening a cold pack (**only when closing**).

#### **3. PUT CANDIES AWAY**

- Close up any containers with candy and store them into the storage closet with wheels.

#### **4. WASH DISHES**

- Plain and simple. If a person does not volunteer, I, or whomever I put in charge, will pick for you

#### **5) CHECK INVENTORY (Only if needed)**

- If, after the day, we run out of multiple items, always write it down for Oscar, so he knows what needs to be bought during his next supply run.

#### **6) TAKE OUT ALL TRASH**

- Usually there will be a trash can for the inside of concession, as well as another for right outside concession (next to the door). Be sure to take out **BOTH** trash bags.