**3x3 Relay**

Employee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please put a check mark in each task completed. Once you have all three tasks complete, have a manager sign off on it.

Once all 8 times are complete, have your GM sign off on this sheet and fax to Jes Snyder.

1. \_\_\_ Answer the phone

\_\_\_ Helped a customer at T/O \_\_\_\_\_\_\_\_ Manager Initials

\_\_\_ Greet and seat a customer

2. \_\_\_ Answer the phone

\_\_\_ Helped a customer at T/O \_\_\_\_\_\_\_\_ Manager Initials

\_\_\_ Greet and seat a customer

3. \_\_\_ Answer the phone

\_\_\_ Helped a customer at T/O \_\_\_\_\_\_\_\_ Manager Initials

\_\_\_ Greet and seat a customer

4. \_\_\_ Answer the phone

\_\_\_ Helped a customer at T/O \_\_\_\_\_\_\_\_ Manager Initials

\_\_\_ Greet and seat a customer

5. \_\_\_ Answer the phone

\_\_\_ Helped a customer at T/O \_\_\_\_\_\_\_\_ Manager Initials

\_\_\_ Greet and seat a customer

6. \_\_\_ Answer the phone

\_\_\_ Helped a customer at T/O \_\_\_\_\_\_\_\_ Manager Initials

\_\_\_ Greet and seat a customer

7. \_\_\_ Answer the phone

\_\_\_ Helped a customer at T/O \_\_\_\_\_\_\_\_ Manager Initials

\_\_\_ Greet and seat a customer

8. \_\_\_ Answer the phone

\_\_\_ Helped a customer at T/O \_\_\_\_\_\_\_\_ Manager Initials

\_\_\_ Greet and seat a customer

9. \_\_\_ Answer the phone

\_\_\_ Helped a customer at T/O \_\_\_\_\_\_\_\_ Manager Initials

\_\_\_ Greet and seat a customer

GM Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_