

Chicagoland Commissary Monthly Newsletter

In the Know at CLC

Chicagoland has 30 stores and is growing!! We are always looking to promote from within so if you are interested in growing with us please speak to your General Manager or Area Manager today. You can also visit our website <http://www.clcdd.com/employment/> to see where we are hiring. We are opening new stores in 2016 in the Northwest Suburbs and Indiana.

Congratulations to the Following

Vanessa Bray has been promoted to Area Manager

Cindy Derry has been promoted to Area Manager

Nicole O'Connor has been promoted to General Manager of Homer Glen

Stephen Pace has been promoted to General Manager of Willow Springs

Alex Jones has been promoted to Assistant Manager

Did You Know

Did you know that Dunkin' sells 1.8 billion cups of coffee each year, WOW that is a lot of coffee? Your store sees anywhere from 400-1000 guests each and every day.

There are over 15,000 ways to make a cup of coffee, do you know them all?

Summer T-Shirts

This summer we will be changing up your uniform as your aware with 3 different style summer t-shirts. When your store switches to the summer t-shirts you must adhere to the following guidelines;

The entire staff must be in the summer t-shirt everyday

Your store can not mix and match between white polos and summer t-shirts

If you forget to wear your summer t-shirt you will be sent home to change

Training

U are never done with training!! Dunkin' U is always changing.. When was the last time you re-completed Dunkin' courses?? We need to ensure training and self-development is being done each and everyday

Uniforms

Remember if you need a new apron, hat, nametag or shirt your General Manager will sell you them through payroll deduction.

We do not borrow uniforms and do not allow employees to work without the proper uniform

(full uniform policy can be found in your handbook on our website (<http://www.clcdd.com/team-member-access/> password; lovedunkin))

Employee Uniform / Merchandise Website

We heard YOU and have created a website just for you to order more polo's as well some cool outerwear.

The page is designed for you to place an order whenever you want and payment will be automatically taken out of your paycheck through our payroll deduction process.

The website is a part of the CLC site and can be found in the employee section or clicking <http://www.clcdd.com/employee-merchandise/>

Please note that any outerwear you purchase is only allowed to be worn outside of work.

Did you know that we have 120 seconds to get our Guest in and out when they visit inside and 150 seconds to get them in and out if they visit us through the Drive Thru??

Being prepared for every rush, Having the right people in the right places, Following the 6 steps of service (this includes smiling and making eye contact) & Working as a team all helps ensuring that our guest are in and out.

Every Dunkin' sells the same product, what makes CLC better is the Guest Service we provide....

**Clean Stores + Trained Employees + Happy Guest =
GREAT STORE**



HAPPY ANNIVERSARY



Store	First Name	Last Name	Original Hire Date	Years w/CLC	Position
Ashland	ARIEF A	AHMEDABADI	4/10/2006	10	Shift Leader
Central Express	SYLVIA	ZAPATA	4/25/2008	8	Shift Leader
	JOSHUA	BURKE	3/30/2009	7	Area Manager
McCook	MILOSAVA	TOMASOVIC	4/27/2010	6	Shift Leader
Lawrence	STEPHANIE	DAVIS	4/20/2012	4	General Manager
Grand	NANCY	CASTRO	4/26/2014	2	Crew Member
Romeoville	BRITTANY	HONINGS	4/11/2014	2	Crew Member
	JENNIFER	ODESKY	3/3/2014	2	Controller
Cicero	DIANA	LAZQUANO	4/29/2015	1	General Manager
Div and Cal	BRIDGETTE	WALLACE	4/12/2015	1	General Manager
Kankakee	RYAN	MOORE	4/27/2015	1	Shift Leader
Irving Park	MARY	SOC	4/25/2015	1	Crew Member
Division	SILVIA	SERRANO	4/10/2015	1	Crew Member
Central	ANGIE	MARROTTA	4/13/2015	1	Crew Member



HAPPY BIRTHDAY



Store	Positions	Date of Birth	First Name	Last Name
Indy	Shift Leader	4/23	EVANGELINA	LOZANO
McCook	Crew Member	4/21	Alenka	Vujovic
McCook	Crew Member	4/30	Mirjana	Dordevic
Grand	Crew Member	4/2	MARIA GLORIA	AVALOS
Grand	Crew Member	4/3	Susana	Esquivel
Channahon	Crew Member	4/27	JOSH	WINTER
Manteno	Crew Member	4/28	COURTNEY	BAKER
Manteno	Crew Member	4/1	TAEAR	CHIATTELLO
Manteno	Crew Member	4/1	Mathew	Hunley
Manteno	Crew Member	4/14	ALEXIS	BIELAK
Willow	Crew Member	4/8	SELENA	FONSECA
Willow	Crew Member	4/29	Kyla	Gabka
Ashland	Shift Leader	4/1	ARIEF A	AHMEDABADI
Ashland	Crew Member	4/8	GEORGE	EDWARDS
98th Street	Crew Member	4/15	MARIA	CONTRERAS
Ogden	General Manager	4/18	JUSTINA	WILLIAMS
Ogden	Crew Member	4/1	MELISSA	MENESES
Romeoville	Crew Member	4/10	Melissa	Garcia
Romeoville	Shift Leader	4/16	Ezequiel	Maldonado
Irving Park	Crew Member	4/7	MARY	SOC
Div and Cal	General Manager	4/26	BRIDGETTE	WALLACE
Div and Cal	Shift Leader	4/3	JESSICA	FLORES
Div and Cal	Crew Member	4/3	Delilah	Conley
Woodridge	Crew Member	4/12	Eduardo	Guzman

If you wish to see something in your monthly CLC Newsletter let us know. Send using the Suggestion Box located in the Team Member section of the website