

Seasonal Workforce Training Guide

Date: _____

Dear New Team Members,

Welcome to our team! As we gear up for the upcoming season, we want to ensure that you are fully prepared to contribute to our success.

Training Overview

This training guide provides essential resources and information you will need to effectively perform your role. We aim to equip you with the necessary skills and knowledge to thrive in our fast-paced environment.

Training Schedule

- Orientation Session: Date & Time
- Safety Procedures: Date & Time
- Product Knowledge: Date & Time
- Customer Service Excellence: Date & Time

Key Training Resources

You will receive access to our online training platform, where you can find the following materials:

1. Employee Handbook
2. Safety Protocols Manual
3. Product Information Sheets
4. Customer Interaction Guidelines

Contact Information

If you have any questions or need further assistance, please reach out to your training supervisor at:

Email: supervisor@example.com

Phone: (123) 456-7890

We are excited to have you onboard and looking forward to a successful season together!

Best regards,

Your Company Name