



How to Get Hired at an SFMade Food and Beverage Company

You can get a job at an SFMade food & beverage company! Here are some specific things to remember when applying for a job in the food & beverage industry.

Land an Interview:

- 1 Make your application Personal:**
 - If you know someone affiliated with the company, ask them if they would be willing to provide you with a **personal referral**.
 - Make sure you visit the retail location where the food product is sold and **try their product** — then talk about that experience in your cover letter. Use language that is similar to what you see on their website or in their store.
 - 2 Change your resume to fit the job description:**
 - **Include all relevant experience**, even if it was informal or a long time ago. For example, if you're applying for a job at a dessert shop, you might want to include that you helped your uncle make pies for the neighborhood bake sale every summer growing up.
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Before the Interview:

- 1 Use a Food and Beverage Lens:**
 - Take some time to **think about your previous experience from the perspective of food preparation** — for example, if you were a cashier at a pizza place, jot down some observations about how the pizzas were made and what ingredients were used.
 - **Think about how your skills might apply to food preparation or serving** — if you're outgoing and articulate, you'd be good at describing products to customers; if you follow directions well, you'd be good at following recipes.



During the Interview:

Food and Beverage-Specific Appearance/Hygiene:

- Trimmed, clean nails; no nail polish
- No fragrance or artificial scents
- No jewelry
- Close-toed shoes
- Dress should be neat and clean, not fancy

1 Show interest in the Product:

- If you're offered a sample of the product during the interview, try it! Express your appreciation for the product and thank them.

2 If you're asked to do a trial shift ("stage"):

- **Come ready to work hard and show your best self.** The employer will be looking for both hard and soft skills including:
 - › Consideration for others
 - › Efficiency — a desire to devise creative ways to save time in repetitive tasks
 - › Willingness to help out and work as part of a team
 - › Listening and communication skills
 - › The ability to take directions and follow them exactly
 - › Conflict management skills
 - › Stress management skills — how do you act when things get busy and hectic?
 - › Curiosity — an interest in the product and the process
- You should be paid minimum wage for any work completed

FOOD AND BEVERAGE FUN FACTS

- Buying local means buying fruits, vegetables, and other food products from producers who grow or make their food close to where you live and shop.
- Sustainable food is food that is grown or made in a way that doesn't harm the environment.
- Organic food means food that is (or is made with ingredients that are) grown without pesticides, herbicides, fungicides, antibiotics, added growth hormones, genetic modification, irradiation or synthetic preservatives.
- The ideal refrigeration temperature is 35° F.
- The danger zone for food is 40 to 140° F. (When food is kept in this temperature range for too long, it can cause food poisoning.)
- You should wash your hands for at least 20 seconds to get them clean.

GETTING YOUR

California Food Handler's Certification Card

If you are new to the food industry, you may want to get your CA Food Handler's card.

The certification course costs \$15 and takes just a couple of hours to complete. You can do it online here: <http://www.servsafe.com/>

To find SFMade job opportunities visit the job board at: www.sfmade.org

You can apply for the jobs at the website. If you're working with an organization, be sure to put their name and the name of the person you're working with in the "Who referred you to the SFMade Job Board?" field.



How to Get Hired at an SFMAde Company



SFMAde manufacturers are homegrown and local—
and they're looking for local talent.

They care about what they do—
they're here because they love the city and
the products they make.

Most SFMAde companies were started recently—
getting a job at a growing company could give you
the opportunity to learn new skills and advance in a
manufacturing career.

YOU CAN GET A JOB AT AN SFMADE COMPANY! HERE'S HOW:

Land an
Interview:

1 Read the job description carefully and take your time to make sure you follow all instructions:

To make sure you stand out, **ask yourself the following questions before hitting "send"**:

- Do they want a cover letter? Do they give specific instructions on how to apply?
- Do they want something included besides a resume, like references?
- Do they ask you to format your resume or cover letter in a special way?

2 Change your resume to fit the job description:

- **Highlight your experience that relates** to the job requirements—bold it or put it at the top.
- **Echo the job description** in your resume—use the same words to show that you're a great fit for the job.
- **Include all relevant experience**, even if it was informal or a long time ago. For example, if the job is for a furniture manufacturer you might want to include that you've helped your uncle to reupholster a sofa.

3 Show your resume to someone else:

- **Only someone else's eyes will catch mistakes and typos** that you've missed.
- If you started with a resume template, watch out for pre-populated sections and **make sure that everything on the resume is true specifically for you.**



Before the Interview:

1 Do some research:

- Google the company and **read their website thoroughly**.
- **Be ready to explain in your own words:** what the company does, how they do it, and why they do it. What makes them unique and special? Since they care about what they do, they'll be happy that you put in the effort to understand.

2 Come up with questions:

- **Prepare 2-3 questions to ask at the end of the interview**—not about the job itself but about the company and the bigger picture. For example, asking “What is the biggest challenge your company faces?” shows you're interested in the success of the company and ready to contribute to it.

3 Be ready to talk about gaps in your resume:

- **Whatever the reason you have gaps between jobs, be prepared with an explanation** that emphasizes how you used your time and developed your skills. Whether you were a volunteer, are re-entering with new skills or experience, or ran a small side business while job searching —relevant experience, official or not, matters.
- **Keep it positive** and focus on how you are always working on your personal development.

During the Interview:

1 Get yourself excited about the product:

- **Try to connect to the product they make on a personal level.** Maybe tell a story about your life that relates to the product.
- Even if you weren't super interested in their product before you found out about this job opening **it's the enthusiasm that matters most!**

2 Be ready to talk about your (transferrable) skills:

- SFMade employers are unique—**they don't expect you to have worked at a business exactly like theirs before.** If you worked in another country your skills transfer too!
- Explain why **your skills and experience from past jobs (and life in general) will make you good at this job.** Try to be specific.
- **Some skills transfer from one job to another,** even when the work itself is different. For example the skill of scheduling patient appointments in a doctor's office—speaking on the phone, completing accurate data entry, managing multiple tasks—could transfer to a Shipping and Receiving position.

3 Connect to the production process:

- All SFMade companies make something—so show your interviewer that you're interested in **how their product gets manufactured.**
- If you have any hobbies that involve making or fixing things, let them know—it can be fixing a car or baking cakes—in general **anything hands-on will be impressive.**

4 Don't bad-mouth your previous employer:

- No interviewer wants to imagine you doing the same after you leave their company.

After the Interview:

Follow-up with a Thank You:

- At a minimum, you should **send a short email thanking the employer** for the opportunity to meet them and learn more about their company. If you really want the position, let them know.
- If you want to set yourself apart **send a physical thank you card in the mail** with a stamp and envelope—hardly anyone does that anymore and since SFMade companies make physical things they will appreciate it even more.