

When should I show up?

- Check with your hiring manager.
- If you can't contact your hiring manager, arrive by 9 AM local time.

What do I wear?

- Business casual, smart casual or jeans with a solid black shirt.

What should I bring?

- Bring your [approved I-9 documents](#) to complete new hire paperwork.
- Optional items:
 - *Phone charger*
 - *Headphones, ear buds, etc.*
 - *Snacks and/or lunch*
 - *Water and/or non-alcoholic beverages*
 - *Notebook and pencil/pen*

How long is my shift?

- Check with your hiring manager.
- If you can't contact your hiring manager, plan to work from 9 AM to 5 PM local time.

What should I expect on my first day?

- Meet team members and tour the store.
- Complete new hire paperwork.
- Sign in to your Bridge Locations Microsoft Account.
- Attend daily Onboarding Support Calls (3-4 hours per day).
- Sign in to several workplace software applications.
- Download select workplace mobile applications to your mobile phone.
- Complete self-paced online learning and hands-on learning.

Questions?

- Email: learning@bridgelocations.com