

Training for New Franchisees

Jack in the Box offers one of the most comprehensive training systems in the QSR industry through Jack's University program. Some of the highlights of our training system for franchisees are:

- approximately ten weeks of full-time training comprised of computer-based training (CBT), on-the-job training (OJT) and classroom training
- in-restaurant training conducted by an expert Restaurant Manager in a Certified Training Restaurant (CTR)
- classroom training conducted by expert trainers at a Regional Training Center
- structured meetings with key contacts in the field and at the Corporate Support Center (CSC) in San Diego
- ongoing support from a Regional Franchise Director (RFD) and Regional Training & Development Manager (RTDM)



New Franchise Training Requirements

The following chart outlines the training path that a new franchisee must complete. All times are estimates. Schedule may change due to class availability. Completion of training path may require more than 10 weeks.

Week 1	Week 2	Week 3	Week 4	Week 5
Team Member Training: CBT & OJT	Team Member Training: CBT & OJT	Team Member Training: CBT & OJT	Team Leader Training: CBT & OJT	Assistant Manager Training: CBT & OJT
	Team Leader Training: CBT & OJT	Team Leader Training: CBT & OJT	Assistant Manager Training: CBT & OJT	
Field On-Boarding Meetings		Field On-Boarding Meetings		Field On-Boarding Meetings
		Team Leader Daily Simulation: Classroom Training (as available, during week 3-4)		
Week 6	Week 7	Week 8	Week 9	Week 10
Assistant Manager Training: CBT & OJT	Assistant Manager Training: CBT & OJT	Assistant Manager Training: CBT & OJT	Assistant Manager Training: CBT & OJT	Assistant Manager Training: CBT & OJT
Restaurant Manager: Classroom Training	Restaurant Manager: Classroom Training	Assistant Manager & Restaurant Manager: Classroom Training	Assistant Manager & Restaurant Manager: Classroom Training	Assistant Manager & Restaurant Manager: Classroom Training
	Field On-Boarding Meetings	Field On-Boarding Meetings	Field On-Boarding Meetings	Field On-Boarding Meetings
Each week is approximately 40 hours				
Note: New franchisee attends a two-day ServSafe® class during the first eight weeks of training, based on class availability.				

Franchise Operator On-Boarding in San Diego

Approximately 6 to 12 months after a new franchisee completes the required training and becomes a Jack in the Box franchise operator, he/she attends a four-day On-Boarding meeting at the Corporate Support Center in San Diego, California. The purpose of this meeting is to give the new operator an opportunity to meet with key departments and key contacts.

Location Key:

- Certified Training Restaurant
- Regional Office
- Regional Training Center