



WELCOME TO TACO BELL

We are delighted you have decided to join the team! To get started there are some things you need to know. Read on to learn about the next steps.



Completing Online Tasks

You will receive an email from TalentReef with a link to access online tasks. Check your junk folder if it's not in your inbox. If you do not receive the email, you can access the tasks by visiting colcal.net. From the Careers page click Apply Now to go to the TalentReef site. Click Login/Onboarding then Sign-In. If you have trouble, contact TalentReef Support at 866-562-2774 (select option 3, then option 3 again to connect to a live agent). Tasks need to be completed prior to picking up uniforms.

Your Uniform Gear

Taco Bell will supply your uniform t-shirts, hat, and apron. You will also need to have the following gear for your first day:

- **Pants-** Wear anything from dark blue denim, black denim, or black pants. Pants cannot be light washed, embellished, ripped, or stained. Leggings, yoga pants, capris and shorts are also not permitted.
- **Shoes-** Your shoes must be slip-resistant, solid black, closed toe and heel. Restaurant slip-resistant shoes can be purchased at Walmart, Shoe Carnival, or at various online stores.



Employees may present one selection from List A or a combination of one selection from List B and one selection from List C.

LIST A Documents that Establish Both Identity and Employment Authorization	OR	LIST B Documents that Establish Identity	AND	LIST C Documents that Establish Employment Authorization
1. U.S. Passport or U.S. Passport Card		1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address		1. A Social Security Account Number card, unless the card includes one of the following restrictions: (1) NOT VALID FOR EMPLOYMENT (2) VALID FOR WORK ONLY WITH INS AUTHORIZATION (3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION
2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)		2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address		2. Certification of report of birth issued by the Department of State (Forms DS-1350, FS-545, FS-240)
3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa		3. School ID card with a photograph		3. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal
4. Employment Authorization Document that contains a photograph (Form I-766)		4. Voter's registration card		4. Native American tribal document
5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status: a. Foreign passport; and b. Form I-94 or Form I-94A that has the following: (1) The same name as the passport; and (2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.		5. U.S. Military card or draft record		5. U.S. Citizen ID Card (Form I-197)
		6. Military dependent's ID card		6. Identification Card for Use of Resident Citizen in the United States (Form I-179)
		7. U.S. Coast Guard Merchant Mariner Card		7. Employment authorization document issued by the Department of Homeland Security
		8. Native American tribal document		
		9. Driver's license issued by a Canadian government authority		
		For persons under age 18 who are unable to present a document listed above:		
		10. School record or report card		
		11. Clinic, doctor, or hospital record		
		12. Day-care or nursery school record		
6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI				

Required Identification

When picking up uniforms, present valid forms of ID to your manager. The most commonly used are:

- Driver's License
- Social Security Card
- Passport
- School ID
- Birth Certificate

If you have other forms of ID, check the list to the left to confirm that your IDs are acceptable.



For questions regarding the above information, you can contact any of the following:

- Your Restaurant General Manager
- TalentReef Support 866-562-2774
- Lonnie call 970-245-0898 or text 970-778-5251

Thank you for choosing to work at Taco Bell, the team can't wait to meet you!