

DENTAL BOUTIQUE

Cosmetic dentistry, reimagined

ROSTERING

- You are provided your roster via Deputy each week - Please download the app
 - You cannot change your rosters without approval from your team lead
- Your rostered hours will be between 8am - 6pm
 - Fulltime weekly hours is 40 hours per week

LEAVE

- Requesting leave is completed via Deputy. Leave requests must be put in 4 weeks prior to the time you're wanting to take leave.
 - You cannot go on leave unless your leave has been approved by your team lead
 - It is best not to book flights etc before you have had your leave approved as leave approval is subject to availability of leave at the time of request (i.e. if there are other people on leave, we usually can't approve leave as it will leave the team short staffed)
- We require sick certificate for 1+ days of leave that has to be submitted to your team lead

DRESS CODE

- Smart corporate attire - Black with minimal white and neutral (tan) colours
- Appropriate corporate shoes, no thongs
- Appearance is tidy and well presented
- Tattoos covered

HARASSMENT

- At Dental Boutique we do not tolerate harassment of team members.
 - If you are to mis-treat another team member this will not be tolerated and may result in a written warning
 - If you are a victim of mistreatment please report this to your team lead or business manager

GOOD ATTITUDE

- Using respectful, supportive, and encouraging language in all interactions, no matter the subject of conversation
- You are as important as I am. Your needs are important too. Together, we can benefit and and learn from each other
- Practice gratitude
- Be proactive about your issues
- Cultivating a positive attitude is not only doable; it's necessary for developing lasting relationships with people