

Company Information Sheet



Business Information

Business Legal Name: UoB of Rocklin LLC **DBA:** University of Beer – Rocklin
Restaurant Address: 6815 Lonetree Blvd #101 Rocklin CA 95765 **Mailing Address:** 3188 Industrial Blvd, West Sacramento CA 95691
Restaurant Phone: (916) 918-8048

Workers' Compensation Insurance & Emergency Information

Carrier Name: Republic Indemnity Company of America **Address:** 4500 Park Granada, Suite 300, Calabasas, CA 91302
Phone Number: 818-990-9860 **Policy Number:** 255614-01
Nearest Emergency Room: SUTTER ROSEVILLE MEDICAL CENTER 1 Medical Plaza Dr. Roseville, CA 95661 (916) 781-1800
Nearest Non-Emergency Care Provider: KAISER FOUNDATION HOSPITAL ROSEVILLE 1600 Eureka Road Roseville, CA 95661 (916) 784-4000

Contact Information

Manager you call if you are sick or otherwise cannot make it to work: Bob Janis **Email:** bjanis@uobrocklin.com
Phone: 916-759-7739 (Cell)
President: Nate Yungvanitsait **Email:** Nate@theuob.com
Chief Operating Officer: Sean Biggs **Email:** Sbiggs@theuob.com
Human Resources Manager: Jason Scheib **Email:** Jscheib@theuob.com
Office Manager: Nicholas Morisi **Email:** Nmorisi@theuob.com
Human Resources Team **Email:** HR@theuob.com
Payroll Team **Email:** Payroll@theuob.com
Operations Team **Email:** Operations@theuob.com
Customer Support **Email:** Support@theuob.com
Maintenance & Repairs **Email:** Maintenance@theuob.com

FAQ

Q: Who do I contact if I am sick or otherwise cannot make it in to work?

A: A phone call must be made to Bob Janis's cell phone. Do not call the restaurant. You are responsible for your shift until relieved by the Manager who writes your schedule.

Q: Where can I find UoB policies? Who can I ask for policy related questions?

A: All policies are located within Company's Employee Handbook. A digital version was emailed to you upon hire. Digital versions are also available on the employee portal (employees.theuob.com). For any questions regarding policies please email the Human Resources Team.

Q: Who can I contact if I have questions regarding my paycheck?

A: For all questions or concerns regarding payroll or your paycheck, email Payroll Team.

Q: When should I contact Operations Team?

A: Contact Operations Team for any questions regarding technical issues, or company systems.

Q: When would I contact Human Resources?

A: Contact Human Resources for any questions regarding; Company policy, workplace environment, company benefits, persistent issues with management, colleagues or customers, or changes to personal circumstances.

Q: What do I do when a previous employee calls and asks for their W-2?

A: Inform the previous employee to contact HR@theuob.com, all requests will be handled by our Human Resources team.

Q. Can I view my paystubs online?

A. Yes; Contact the Payroll Team, they can enroll you in electronic payroll and W-2 options. If you are already enrolled, you can view your paystubs here: <https://www.paychex.com/login>