

Employer Name: Catawba Island Club
Employer Type: Country Club
Employer Region: Mid-Atlantic/South
Location: Port Clinton, Ohio

Job Title: Kitchen Help, Dishwasher, Housekeeper, Golf Course Maintenance (male)

Work Description: All hired participants will be working in both dishwashing, kitchen help, and housekeeping positions. You may be asked to also assist with groundskeeping and maintenance. Please be prepared to do the following:

Dishwasher: Washes and stores properly all: dishes, trays, eating utensils, cups and small equipment for the department. Maintains the dish room and dish machine in a sanitary and efficient manner.

Kitchen Help: Kitchen Help may include washing and re-shelving soiled dishware and glassware, emptying garbage, sweeping and mopping floors, wiping down food service tables, cleaning appliances, chopping vegetables, and assisting the cook. The kitchen area, at times will have high humidity and temperatures.

Housekeeping: Housekeeping may include but is not limited to cleaning rooms, vacuuming, changing linens and towels, making beds, cleaning bathrooms, doing laundry, etc. The use of chemical cleaning products is required. You must also be strong enough to lift mattresses to tuck in linens. It requires hard work and you should be prepared to do it!

Grounds Maintenance: The following tasks will apply to keeping the property grounds neat and beautiful: trimming trees and shrubs, planting and maintaining seasonal plants, watering plants, cutting grass, weeds and bushes, and raking leaves. You will be asked to safely operate, clean, and maintain equipment such as mowers and leaf blowers. You will also be responsible for collecting and emptying litter cans, cleaning gutters and drains, in addition to assisting with general cleaning, laundry, moving furniture, and clubhouse decorating. You may be asked to lift heavy objects and the use of chemical cleaning products may be required. You may be asked to assist with additional jobs assigned by supervisor

Note: although you will be filling support staff positions, English will still be a fundamental part of your job and so you are encouraged to practice your speaking and comprehension skills as best you can before arriving.

Uniform/Dress Code: You should always maintain a neat and clean appearance on the job. Hair must be braided or in a bun if it is longer than shoulder length. Females may only have pierced ears and men should have no piercings. You will be provided with a partial uniform to wear while on the job, depending upon your position. You should bring long pants and jeans with you, as well as comfortable and safe shoes.

Salary Per Hour: \$9.00

Overtime Information: An overtime rate of 1.5 times your hourly wage will be paid for all hours worked in excess of 40 hours per week.

Bonuses: There is the possibility of bonuses based on performance and on successfully completing your work commitment

Work Hours: You will usually be working about 30-45 hours per week, usually 5 days per week. There are second job opportunities in the area.

Accommodation Cost: \$45 per Week

Accommodation Description: You will pay \$180 per month for your housing. This money will be taken out of your paycheck. You will be living in one of four houses that are owned by the club. The houses are between 1-3 miles away from the club. You will be living with other international students and might also be living with American university students. You may share a bedroom or have a small room to yourself. The house has basic furnishings, a kitchen, and 1-2 bathrooms. One set of linens will be provided. A bicycle will be provided as well. A nonrefundable \$60 cleaning fee will be taken in \$20 increments from your first 3 paychecks.

Travel Time From NYC to Job Site: 12 hours

Approximate Travel Cost: \$130

Travel Mode: Bus

Description of Business: This establishment is an exclusive private boating and golf club with warm and

friendly members. The club is located on Lake Erie as has its own marina. In addition to boating and golf, the club also offers fine dining, swimming, and tennis and it very busy on the weekends with special events such as weddings and live music. The club also offers overnight lodging for guests. www.cicclub.com

Description of Area: Located on the north coast of Lake Erie, Port Clinton is the gateway to world-class fishing, boating, beaches, golf and sightseeing, and conducive to business transportation. Visitors to the area can walk the sandy beaches of Port Clinton's coastline, shop in Historic downtown Port Clinton, or take a short Ferry Boat ride to Put-in-Bay where you'll find a multitude of unique activities and sights to enjoy. You will have access to many outdoor summer activities such as swimming, sailing, parasailing, fishing, water skiing. One of the world's greatest amusement parks, Cedar Point, is only 20 minutes away. Please visit this website for more information on the area: <http://www.portclinton.org/>

E-mail your employer at upon receipt of this job offer. It is important to establish a relationship before your arrival in the US.