

Witham Properties - Atlantic Oceanside

**Housekeeper
Bar Harbor, ME**



Company Biography

Work Dates and Pay Details

Position title: Housekeeper

Please make sure you are available to work according to the date requirements below.

Earliest start date: 01-Jul-10

Latest start date: 01-Jul-10

Earliest end date: 13-Oct-10

Latest end date: 20-Oct-10

Minimum time students must be available to work: 4 months

Hourly wage: \$8.00

Tips? Yes

Description of position: cleaning guest rooms, common areas, cleaning public bathrooms, vacuuming

Specific qualifications required: No experience necessary.

Estimated weekly wage (incl. tips): \$320.00

Bonus: Amount not specified

Conditions of bonus: Amount of bonus varies. Complete season agreed upon.

Average hours for last year's students? 40 Hours

Maximum weekly hours allowed: 40 Hours

Minimum average number of hours? 35 Hours

Possibility of getting more than average hours: Good

Students get the most hours in: July - October

Students get the least hours in:

How often are students paid? Weekly

Do you pay overtime? Yes

If yes, after how many hours per week do you pay overtime? 40 Hours

Does your company only operate weekends before or after specific dates? Yes

If yes, what are the dates?

Position location: several options all in Bar Harbor

Other Job Details

Minimum english level: Intermediate

Description of working conditions: be on feet for 8 hour day, some lifting required

Will job duties be different at the beginning of the season? Yes

If yes, provide details of specific job duties:

Uniform and Grooming Requirements

Are students required to wear a uniform? Yes

If yes, what is the cost of the uniform? Not specified

Are uniform laundry services available? Yes

If yes, what is the cost of the laundry service? \$0.00

Do students need to purchase specific clothing or footwear? Yes

Details of purchasing required clothing or footwear: food service - black leather shoes, black pants, white oxford shirt; housekeeping white pants and white sneakers

Do you have company grooming requirements? Yes

Details of company grooming requirements? men cleanly shaven, ladies minimal makeup, no visible tattoos or piercings other than earrings (no earrings for men), no fragrances, daily bathing and use of deodorant.

Other Company Details

Company hires couples? Yes Company hires groups? Yes How many are allowed in the group? 4

Drug test required? No Do students complete an additional application upon arrival? Yes

Does your company issue completion certificates? No If requested, will you evaluate the student's performance? Yes

Any additional company details?

Second Job

Do you permit students to find a second job? Yes

Do you assist students to find a second job? Yes

Second Job

Possibility of students finding a second job: Very good

Training Information

Is job training required?	Yes	Length of training:	
Are students paid during training?	Yes	Hourly pay rate during training:	\$0.00
How many hours per week are students likely to receive during training period?			
Any other details?	Great working conditions		

Worksite Location

Worksite location: several options all in Bar Harbor			
Nearest major city:	Bangor	Worksite setting:	Resort/Ocean/Lake
Nearest major airport:	Bangor	Distance to nearest major airport:	50 miles
Additional worksite setting details:			

Standard Arrival Information

Are students required to arrive or depart on specific dates?	Yes		
Details of required arrival or departure dates: Staggered			
Mode of transportation:	Employer will arrange pick-up	Students must arrive between these hours:	
Cost:	Not Specified		
Other details: Most students fly into Boston or New York City and then take Greyhound or Concord Trailways Bus to Bangor. If students contact employer the day before their arrival to the US, they will arrange for a shuttle from Bangor to Bar Harbor. Average cost \$50 per person from Bangor to Bar Harbor.			

After Hours Arrival Information

General information: notify coordinator in advance of arrival	
Name of accommodation:	Accommodation address:
Cost per night:	Not Specified
Best way to travel from airport to overnight accommodation: Bus service or taxi.	

Social Security

Are students required to apply for a social security card prior to arriving at worksite?	No		
Will the company assist students with their social security application?	Yes		
Assistance detail:			
Where is the nearest social security office?	Bangor	Distance:	50 miles
How will students be paid until their social security card arrives? After applying, students will be paid weekly			

Housing Details

Housing address: Several - all within walking distance Bar Harbor ME 04609			
Is housing provided?	Yes	If not, will you assist students in finding housing?	Yes
Is the student required to sign a separate housing contract? Yes			
Type of housing provided:	Apartment	Number of students to a room:	2
Housing details: Mostly double rooms in shared apartment			
Do you offer co-ed housing?	Yes		
Cost of housing - per week:	85.00	Includes utilities?	Yes
Are housing costs deducted from paycheck? Yes			
Is a housing deposit required?	Yes	Amount of housing deposit:	\$75.00
Instructions for payment of housing deposit: Can be payroll deduction, split up over 2 or 3 weeks.			
Housing deposit due date:		Is deposit refundable?	Yes
Conditions of deposit refund:	When vacated and inspected		
How will deposit be refunded?	Check will be mailed		
Are students required to live in provided housing upon arrival? No			
During their work stay, can students find alternate housing? No			
If yes, is there a penalty? No			

Transportation to/from Worksite	
Method of transportation to worksite:	Walk
Distance to worksite:	Is worksite within walking distance of housing? Yes
Cost of public transportation to worksite:	Not specified
Details of public transportation to worksite:	
Cost of transportation to worksite provided by employer:	Not specified
Details of transportation to worksite arranged by employer:	
Cost of arranging own transportation to worksite:	Not specified
Details of arranging own transportation to worksite:	

Housing Amenities			
Available public transportation:	Bus, Interstate Bus		
Access to public transportation?	Not specified		
On Site Housing Amenities			
Laundry:	Yes	Linens:	Yes
Refrigerator:	Yes	Microwave:	No
TV:	No	Telephone:	Yes
Computer/Internet Access:	No	Utensils:	Yes
		Private bath:	No
		Air conditioning:	No
		Security guard:	No
		Gym:	No
Nearby Amenities			
Supermarket:	Walking Distance	Restaurants:	Walking Distance
Shopping mall:	Requires Transportation	Fitness center:	Walking Distance
Post office:	Walking Distance	Laundry:	Walking Distance
Bank:	Walking Distance	Internet cafe:	Walking Distance
Movie theater:	Walking Distance	Library:	Walking Distance
Additional amenities:	Residents can have computer access/cable setup themselves.		

Meal Information	
Are meals included in rent cost?	No
If not, meal plan cost per day:	Not Specified
Meals covered:	Not Specified
Is the purchase of a meal plan mandatory?	No