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Greenheart

Work and Travel Program - Employer Information W_T-Summer - 2019

Waldorf Astoria- Park City, Park City, UT
January 3, 2019

Employer Information

Company Name: Waldorf Astoria- Park City

Website: www.parkcitywaldorfastoria.com

of Employees: 200

Phone Number: 435-647-5506

Industry Name: Resort/Country
Club/Casino/Ranch

Fax Number: 435-647-5547

Primary Address: 2100 Frostwood Drive
Park City, UT 84098

Email Address: vanessa.taylor@waldorfastoria.com

Status: Submitted to Greenheart

Contact Name: Vanessa Taylor

Contact Title: Training Manager

Alternate Contact: Leslie Garringer

Alternate Title: HR

Alternate Phone: 435-647-5591

Hiring Manager Email: vanessa.taylor@waldorfastoria.com

Participant Supervisor

Email: leslie.garringer@waldorfastoria.com

FEIN: 27-2108010

**Workers
Comp**

Policy #: WLRC64625160

Carrier: Indemnity Ins Co of North
America

January 3, 2019

Available Jobs: Descriptions and Wages

Will you accept participants with all start and end dates? Yes: No:

Earliest Start Date:	Latest Start Date:	Earliest End Date:	Latest End Date:	#Students:
5/24/2019	6/14/2019	9/15/2019	10/1/2019	59

Hours: Average hours/week: 32

Average number of 5 days/week:

Pay Range: High: \$14.00/per hour

Low: \$7.50/per hour

Overtime: Overtime available: Sometimes

Overtime hourly rate: Time and a half

Meals: Are Meals Provided?: Yes

Explain: Meals are available to team members at a cost of \$3.00 per meal.

English: Level requirement: Great

In what month(s) can participants expect to receive the most hours? June, July, August

In what month(s) can participants expect to receive the least hours? May, September

Please Explain: Summer season begins in May driving high occupancy through the remainder of the season.

How often do you pay employees?

Twice a month

Is job training required?

Yes No

If yes, how long is it?

1-5 days depending on position

Are participants paid for training?

Yes No

Are you willing to hire couples?

Yes No

Are you willing to hire groups of friends?

Yes No

If yes, how many are allowed in the group?

No limit

Can participants work a second job?

Yes No

Do participants complete an additional application form upon arrival?

Yes No

This position will provide you the opportunity to interact with American co-workers, customers, or members of your local community. Remember, it's up to you to make the most of your program!

January 3, 2019

Job Type: Housekeeping

Job Description: Responsibilities include:

- Clean rooms/suites, as assigned, which includes: making beds, cleaning bathrooms, dusting, vacuuming and washing windows/tracks. Reports rooms as clean and available.
- Reports maintenance deficiencies in order to maintain room in compliance with hotel standards.
- Strip dirty linens/towels and remove used amenities from room/suite.
- Check maid cart for supplies, stock as needed.
- Greet guests immediately with friendly/sincere acknowledgement.
- Replenish linen and guest amenities.
- Clean balconies, if applicable.
- Respond to special requests by guests (such as providing extra amenities or service time requests).
- Participants will be using cleaning chemicals are part of their job.

The hotel has multiple room types which range from the one bedroom standard hotel to bi-level, three bedrooms with full kitchens. The hotel is actually condo style so most rooms have a full kitchen and full baths with Jacuzzi tubs.

Internal Job Type: Room Attendant

No Students being hired: 17

Age requirement: None

Wage: 13.00/per hour

Details:

Dress Code: Uniform

Uniform shirt is provided. It is the participant's responsibility to purchase their own black pants and black shoes prior to starting. Pants cannot be denim, leggings, or sweatpants. Shoes can be athletic in style but must be all black.

Requirements:

Non-smoker:

Ski:

Swimmer:

Lifeguard Certified:

CPR Certified:

January 3, 2019

Job Type: Attendant

Job Description: Provides courteous and efficient guest service from point of arrival through check out. Orientates the guests through the spa facility, greets guests and provides personal guest service. Maintains the cleanliness of the locker room and keeps all supplies stocked. Females will take care of the women's locker room and males will take care of the men's locker room.

ESSENTIAL FUNCTIONS

- Provides courteous and efficient guest service from point of arrival through check out.
- Orientates the guests through the spa facility, greets guests and provides personal guest service.
- Keeps all areas of the locker rooms restrooms, and lounge neat, clean and stocked with all amenities.
- Performs laundry duties. (5% of time)

SUPPORTIVE FUNCTIONS

In addition to performance of the essential functions, this position may be required to perform a combination of the following supportive functions, with the percentage of time performing each function to be solely determined by the supervisor based upon the particular requirements of the company.

- Maintain the quality of service and overall appearance of locker areas, lounge area and restrooms.
- Ensure proper cleanliness of locker room, lounge, steam room, prep room and restrooms
- Ensure stocking of water and other beverages and set up and break down of beverage and fruit station.
- Stock lockers with robes and slippers.
- Responsible for all laundry such as towels, linens, robes
- Distribute locker keys, sandals, robes, etc in accordance to Spa Policies.

Participants will be using cleaning chemicals are part of their job.

Internal Job Type: Spa Attendant

No Students being hired: 6

Age requirement: None

Wage: 12.00/per hour

Details:

Dress Code: Uniform

Uniform top will be provided. The team member will be responsible for purchasing their own black pants and black shoes. Pants cannot be denim, leggings, or sweatpants. Shoes may be athletic in style but must be all black.

Requirements:

Non-smoker:

Lifeguard Certified:

Ski:

CPR Certified:

Swimmer:

January 3, 2019

Job Type: Busser

Job Description: Server Assistants will be working in the Powder restaurant, which is open for 3 meals. They will be providing assistance to the servers and delivery luxury service to the guests.

Job duties with approximate percentage of time doing that duty are provided below:

40%

Quickly clear dirty table settings and prepare table for resetting. Promptly and consistently reset all serviceware as prescribed.

20%

Maintain stock and cleanliness of stations for all meal periods with necessary equipment including silverware, linen and condiments. Wipe down booths and chairs, move tables and chairs, and clean floors as necessary.

15%

Serve guests with beverages, breads and butter to begin their dining experience and replenish as necessary. Assist server with food & beverage service to ensure guest satisfaction.

20%

Transport all dirty tableware from dining room to dishwashing area for proper cleaning.

Internal Job Type: Server Assistant

No Students being hired: 3

Age requirement: Must Be 21

Wage: 9.50 + tips/per hour

Details:

Dress Code: Uniform

Uniform shirts, vests, and ties will be provided. Students will need to provide their own black pants, black belts, and black shoes.

Requirements:

Non-smoker:

Lifeguard Certified:

Ski:

CPR Certified:

Swimmer:

January 3, 2019

Job Type: Server

Job Description: To deliver and serve food and/or beverage items in a friendly, courteous and timely manner resulting in guest satisfaction.

Job duties with approximate percentage of time doing that duty are provided below:

- 15% Set up room service trays and tables in anticipation of incoming orders.
- 30% Retrieve check from order taker, set table and pick up order from the kitchen or bar. When picking up, be certain that order is complete, i.e., all food, beverages, alcoholic beverages, and all condiments.
- 30% Carry trays up to 30 lbs. or push wheeled carts to deliver room service orders to guests in a friendly and courteous manner to ensure guest satisfaction. After set up, present check and obtain payment. Delivers payment/signed check to order taker for closing.
- 10% Assist buspersons in removing trays and tables from guest floors and returning them to designated locations.
- 10% Prepare complimentary fruit baskets and deliver to guest rooms.

Internal Job Type: In-Room Dining Server

No Students being hired: 2

Age requirement: Must Be 21

Wage: 7.50 + tips/per hour

Details:

Dress Code: Uniform

Uniform shirt, tie, and vest will be provided by the employer. Team members will need to provide their own black pants, belt, and black non-slip shoes.

Requirements:

<i>Non-smoker:</i>	<input type="checkbox"/>	<i>Lifeguard Certified:</i>	<input type="checkbox"/>
<i>Ski:</i>	<input type="checkbox"/>	<i>CPR Certified:</i>	<input type="checkbox"/>
<i>Swimmer:</i>	<input type="checkbox"/>		

January 3, 2019

Job Type: Host/Hostess

Job Description: Greeting and escorting guests to tables in the restaurant, monitoring the restaurant and all staff, maintaining a courteous and efficient operation of the dining room to ensure guest satisfaction.

Job duties with approximate percentage of time doing that duty are provided below:

25%

Meet and greet guests as they arrive, offer choice of seating, then escort them to their table and present menu.

Duties include:

15%

Read, maintain and make daily entries in the log book to coordinate communication between shifts and management.

20%

Maintain proper set-up of dining room and enforce uniform and grooming standards of all service personnel on a daily basis. Assign stations to service staff.

15%

Conduct daily "roll call meetings" to keep staff informed of current promotions, daily specials, guest comments, daily events and pertinent memos.

10%

Receive, record and make any necessary arrangements for reservations and special functions in the restaurant.

10%

Perform opening and closing duties. Assist others with side work to include cleaning, stocking, and folding napkins.

Internal Job Type: Host/ Hostess

No Students being hired: 2

Age requirement: Must Be 21

Wage: 13.50/per hour

Details:

Dress Code: Uniform

A uniform suit jacket and shirt will be provided. Team members will need to provide their own black pants, black non slip shoes and black belt.

Requirements:

Non-smoker:

Lifeguard Certified:

Ski:

CPR Certified:

Swimmer:

January 3, 2019

Job Type: Attendant

Job Description: Average Percent of Time

85%
Responsible for implementing daily opening and closing procedures and for maintaining cleanliness and working order of fitness area, movement and yoga studios.
10%
Assisting guests with various spa amenities such as headphones, towels, and water.

SUPPORTIVE FUNCTIONS
In addition to performance of the essential functions, this position may be required to perform a combination of the following supportive functions, with the percentage of time performing each function to be solely determined by the supervisor based upon the particular requirements of the company.

Assisting guests with booking fitness services
Assisting spa attendant team with maintaining locker room cleanliness

Internal Job Type: Fitness Attendant

No Students being hired: 1

Age requirement: None

Wage: 12.00/per hour

Details:

Dress Code: Uniform

Uniform top is provided. It is the participant's responsibility to purchase their own black pants and black shoes prior to starting. Pants cannot be denim, leggings, or sweatpants. Shoes can be athletic in style but must be all black.

Requirements:

Non-smoker:

Lifeguard Certified:

Ski:

CPR Certified:

Swimmer:

Waldorf Astoria- Park City, Park City, UT

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Job Type: Attendant

Job Description: 40% Thoroughly clean sinks, toilets, urinals, mirrors, countertops, walls, vents and floors with specifically assigned cleaning agents. Dispose of trash
25% Dust all furniture and pictures, clean all windows and glass, and vacuum public areas
5% Vacuum and dispose of trash in office areas
5% Polish fixtures and vacuum elevators
5% Maintain appearance of and vacuum stairwells
5% Clean ashtrays
5% Clean guest room when needed
5% Assist delivering guest requests

Internal Job Type: Lobby Attendant

No Students being hired: 4

Age requirement: None

Wage: 13.00/per hour

Details:

Dress Code: Uniform

Uniform top is provided. It is the participant's responsibility to purchase their own black pants and black shoes prior to starting. Pants cannot be denim, leggings, or sweatpants. Shoes can be athletic in style but must be all black.

Requirements: *Non-smoker:*
Ski:
Swimmer:
Lifeguard Certified:
CPR Certified:

January 3, 2019

Job Type: Attendant

Job Description: ESSENTIAL FUNCTIONS

Average
Percent
of Time
35 %
Greet guests immediately with a sincere and friendly welcome. Assist guests their needs related to the pool area. Respond to guest requests, comments, and concerns in a timely manner.
35 %
Maintain cleanliness of general pool area including emptying used pool towel bins, organizing pool furniture, collecting towels, and neatly arranging the pool towel storage shelves.
15 %
Confirm guest registration prior to issuing resort property
10 %
Responsible for monitoring product inventory in order to minimize the loss of resort property

SUPPORTIVE FUNCTIONS

In addition to performance of the essential functions, this position may be required to perform a combination of the following supportive functions, with the percentage of time performing each function to be solely determined by the supervisor based upon the particular requirements of the company.

- Report all suspicious persons or activities, hazardous conditions, etc. to security department
- Attend all mandatory meetings
- Provide general public assistance, instruction and/or guidance for guests
- Keep work area neat and organized
- Complete all other duties as assigned by supervisor

Internal Job Type: Pool Attendant

No Students being hired: 7

Age requirement: None

Wage: 13.00/per hour

Details:

Dress Code: Uniform

Uniform top is provided. It is the participant's responsibility to purchase their own black shorts and black shoes prior to starting. Shorts must be conservative in length, and no more than 3 inches above the knee.
Shorts cannot be denim, or sweatpants.
Shoes can be athletic in style but must be all black.

Requirements:

<i>Non-smoker:</i>	<input type="checkbox"/>	<i>Lifeguard Certified:</i>	<input type="checkbox"/>
<i>Ski:</i>	<input type="checkbox"/>	<i>CPR Certified:</i>	<input type="checkbox"/>
<i>Swimmer:</i>	<input type="checkbox"/>		

Waldorf Astoria- Park City, Park City, UT

January 3, 2019

Job Type: Attendant

Job Description: 25 %
 Provide turn-down service by partially removing and storing bedspread, replenishing amenities, linens, and supplies and filling ice bucket as preferred by guest.

20%
 Clean bathtub, toilet, sink, walls, mirrors, tiles, counters, and floor surfaces using cloths, mops, sponges, brushes, and/or cleaning agents.

10 %
 Strip and make beds, changing bed linens.

10%
 Dust all furniture, pictures, drawers, window ledges, and shelves.

5%
 Replenish amenities, linens and supplies in guest room.

10%
 Vacuum room, and empty trash.

5%
 Sign for room keys, retrieve, push to assigned rooms, and restock heavy cart. Visually inspect room for cleanliness and appearance and signify cleaning completion.

5%
 Assist Lobby Attendant in delivering items requested by guests.

5%
 Assist Lobby Attendant in public areas as needed.

Internal Job Type: Turndown Attendant

No Students being hired: 4

Age requirement: None

Wage: 13.00/per hour

Details:

Dress Code: Uniform

Uniform top is provided. It is the participant's responsibility to purchase their own black pants and black shoes prior to starting.
 Pants cannot be denim, leggings, or sweatpants.
 Shoes can be athletic in style but must be all black.

Requirements: *Non-smoker:* *Lifeguard Certified:*
 Ski: *CPR Certified:*
 Swimmer:

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Job Type: Housekeeping

Job Description: Essential Functions:
30% - General cleans guest room by moving furniture and cleaning areas such as edging carpets, washing inside windows, checking drapes, scrubbing bathroom floors, inspecting with black light, changing shower curtains, vacuuming.
70% Stocking linen and maintaining housekeeping inventory, removing garbage and dirty linen from guest rooms

Assists in other areas assigned by manager such as lobby attendant, supply person and runner due to changes in weather, occupancy, scheduling

Interacts with guests by providing hotel information, instructions and directions

Internal Job Type: Houseperson

No Students being hired: 4

Age requirement: None

Wage: 13.00/per hour

Details:

Dress Code: Uniform

Uniform top is provided. It is the participant's responsibility to purchase their own black pants and black shoes prior to starting.
Pants cannot be denim, leggings, or sweatpants.
Shoes can be athletic in style but must be all black.

Requirements:

Non-smoker:

Lifeguard Certified:

Ski:

CPR Certified:

Swimmer:

January 3, 2019

Job Type: Retail

Job Description: ESSENTIAL FUNCTIONS

Average Percent of Time

- 40 % Assists guests with purchases of merchandise. Responds to any questions about the merchandise and hotel services. Greets guests in a prompt and friendly manner.
- 25 % Handles cash, processes refunds, exchanges, charges to credit cards and rooms.
- 10 % Completes daily shift deposits and reports and other opening or closing duties.
- 10 % Assists in gift shop inventory by stocking items as they are delivered.
- 5 % Packs orders to be shipped.
- 5 % Maintains cleanliness of gift shop by straightening items and dusting.

SUPPORTIVE FUNCTIONS

In addition to performance of the essential functions, this position may be required to perform a combination of the following supportive functions, with the percentage of time performing each function to be solely determined by the supervisor based upon the particular requirements of the company.

- Attends department meetings.
- Remains calm and alert, especially during emergencies and/or heavy hotel activity.
- Keeps work area neat and organized.

Internal Job Type: Gift Shop Attendant

No Students being hired: 1

Age requirement: None

Wage: 13.00/per hour

Details:

Dress Code: Uniform

Dress code is business. Uniform top is provided. It is the participant's responsibility to purchase their own black pants and black shoes prior to starting. Pants cannot be denim, leggings, or sweatpants. Shoes must be non-slip, polish-able, and all black.

Requirements:

<i>Non-smoker:</i>	<input type="checkbox"/>
<i>Ski:</i>	<input type="checkbox"/>
<i>Swimmer:</i>	<input type="checkbox"/>

<i>Lifeguard Certified:</i>	<input type="checkbox"/>
<i>CPR Certified:</i>	<input type="checkbox"/>

Waldorf Astoria- Park City, Park City, UT

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Job Benefits (bonuses, incentives):

50% discount in the restaurant
30% discount in the retail store

Is there a Social Security Admin office near you: Yes

Are you willing to take student to the SSA office?: No

SSA office details:

Participants should take the bus from Park City to Salt Lake City to apply for their social security card. The cost is \$9.00 round trip. They should take the 902 bus from the Kimball Junction station in Park City. Detailed travel instructions can be found at

<https://www.rideuta.com/Rider-Tools/Schedules-and-Maps/902-PC-SLC-Connect>.

It is recommended to travel with other participants so they can help each other.

Address: 175 E 400 S #500, Salt Lake City, UT 84111
Phone: 800-772-1213

Hours:

Monday 9AM–4PM
Tuesday 9AM–4PM
Wednesday 9AM–12PM
Thursday 9AM–4PM
Friday 9AM–4PM
Saturday Closed
Sunday Closed

Participant Requirements

What are the 3 most important qualities you look for in an employee:

Takes pride in their work
Dependable
Good personality

Please list any special instructions or hiring restrictions by your company (if any):

Excellent English is required for Server Assistants, In-Room Dining Servers, Hosts/Hostesses, and Spa Attendants.

Are you interested in being a Greenheart Employer?

Yes

No

Housing Options

You do NOT provide housing

Sex:

What is the typical MONTHLY RANGE that an individual pays for housing in your area?

\$400-\$500

Do you provide temporary housing upon the student's arrival? No

If so, what is the maximum amount of time students can stay there? Not applicable

Please indicate assistance to locate housing (including websites, references, etc.):

Greenheart Exchange

Greenheart Exchange, 746 North LaSalle, Chicago, IL 60654 USA
Tel:312.944.2544 | Fax:312-577-0692 | Website: www.greenheart.org | Email: employer@greenheart.org

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Last Updated: 3/9/2010

Waldorf Astoria- Park City, Park City, UT

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Housing Name: Kathleen Johnson **Contact Name:** Kathleen Johnson
Address: Canyons Resorts Drive- Red Pine Condominiums **City, State, Zip:** Park City, UT 84068
Email Address: katnahat@me.com **Website:** see notes
Phone Number: +1 714-334-0703 **Notes:** Kathleen Johnson is an owner of a 2 bedroom/ 2 bathroom condominium in the Red Pine Village. Her unit has 6 beds with a maximum occupancy of 6 participants. She also has a cleaning service that comes in every two weeks that includes a change of linen and towels. Verified 5/20/18

Housing Name: Park City Hostel **Contact Name:** Eric Alcox
Address: 1781 Sidwinder Drive **City, State, Zip:** Park City, UT 84060
Email Address: parkcityhostel@gmail.com **Website:** www.parkcityhostel.com
Phone Number: +1 435-731-8811 **Notes:** Park City Hostel provides shared living accommodations that are very clean and modern. Each student would have their own bed with privacy curtain and storage area. This option includes a large kitchen, or private kitchen area depending on the room, a shared game room area, and shared living space. The hostel is located in downtown Park City- near grocery stores, restaurants, parks, and shops. There are both long term and short term options totaling over 25 beds. Verified 5/18/18

Waldorf Astoria- Park City, Park City, UT

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Housing Name: Waldorf Astoria

Contact Name: Vanessa Taylor

Address:

City, State, Zip: Park City, UT 84098

Email Address: vanessa.taylor@waldorfastoria.com

Website: see notes

Phone Number: +1 888-575-2775

Notes: The employer does NOT provide or arrange housing, however they can assist participants who need help after an extensive search on their own.
Here are a few other options:

Powderwood Condos
6975 N 2200 W
Park City UT 84098
1-888-575-2775

<https://www.allseasonsresortlodging.com/park-citylodging/powderwood-resort>

The company operates more than enough units to house 25 participants, but there is no guarantee of availability when participants call.

Additional helpful websites:

<http://www.ccofpc.org/about/>

This is for the Christian Center Park City. They meet weekly to help seasonal workers find housing in the area.

<https://www.trulia.com/>

www.zillow.com

<https://www.rentler.com/listings/ut/park-city>

Participants should start searching immediately and work with other participants to secure affordable housing. Be careful of scams and ask for help if uncertain!

Participant Travel to Business

Participant should contact you:

Upon boarding:

Upon arrival:

Employer's Emergency phone number:

435-647-5550

Hotel #

Greenheart Exchange

Waldorf Astoria- Park City, Park City, UT

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PLANE

(Participants should book tickets directly through an airline or travel agent.)

Arrival to (city, airport): Salt Lake City International Airport

Preferred Arrival Time: No Preference

Will participant be picked up from the airport? Yes No

If so, by who? Not applicable

How far from the airport is your place of business? 36 miles

Special instructions/comments regarding participant's arrival:

There are a few options for transportation from the airport to Park City upon arrival to Salt Lake City. The easiest route is to take a taxi or Uber. Be prepared to pay between \$70 to \$90 for this option. This would take participants directly to their housing. It is ideal if participants can travel together and split the cost. Other more affordable options combine a train and bus travel to get to Park City. See below for these details.

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BUS

(Participants should obtain tickets directly through an airline or travel agent.)

Arrival to (city, station): Salt Lake City

Preferred Arrival Time: Morning

Will participant be picked up from the station? Yes No

If so, by who? Not Applicable

How far from the station is your place of business? 29 miles

Special instructions/comments regarding participant's arrival:

The least expensive way from the airport to Park City is taking both a train and bus. Participants would start at the airport with the train service from Trax on the Green line to the Gallivan Plaza station in downtown Salt Lake City. (SLC)

<https://www.slairport.com/parking-and-transportation/public-transportation/>

This will cost \$2.50.

From there they would walk to the bus station north west to 200 South and 15 West. The bus stop is in front of the Hotel Monaco. They will need to take the 902 bus to the Kimball Junction station in Park City. For the scheduled departures by day, go to

• <https://www.rideuta.com/>

• Click on Schedules and Maps

• Click on the bus option

• In the shaded Search bar search 902

• Click on the 902 option. Enter the day of travel. In the Stops section select the 200 S. 15 W option and then 'Get Schedule' to get the exact schedule available.

The 902 bus goes to Park City 8 times total per day (4 in morning, 4 in afternoon) Monday – Friday. Saturdays it only goes twice in the morning.

This option will cost \$4.50.

At Kimball Junction they would take a Park City shuttle, to the stop closest to their housing.

<http://www.parkcity.org/about-us/transit-bus>

This is a free transportation service in Park City. They can also take an Uber or a taxi once in Park City for approximately \$25. Call 435-783-8294 to secure a taxi.

For questions call UTA at 1-888-743-3882 or Park City Connect a 1-435-615-5350.

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TRAIN

(Participants can obtain ticket information at www.amtrak.com)

Arrival to (city, station): Salt Lake City, UT

Preferred Arrival Time: Morning

Will participant be picked up from the station? Yes No

If so, by who? Not Applicable

How far from the airport is your place of business? 36 miles

Special instructions/comments regarding participant's arrival:

The least expensive way from the airport to Park City is taking both a train and bus. Participants would start at the airport with the train service from Trax on the Green line to the Gallivan Plaza station in downtown Salt Lake City. (SLC)

<https://www.slcairport.com/parking-and-transportation/public-transportation/>

This will cost \$2.50.

From there they would walk to the bus station ½ block north to 200 South and 15 West. The bus stop is in front of the Hotel Monaco. They will need to take the 902 bus to the Kimball Junction station in Park City. For the scheduled departures by day, go to

• <https://www.rideuta.com/>

• Click on Schedules and Maps

• Click on the bus option

• In the shaded Search bar search 902

• Click on the 902 option. Enter the day of travel. In the Stops section select the 200 S. 15 W option and then 'Get Schedule' to get the exact schedule available.

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For questions call UTA at 1-888-743-3882 or Park City Connect a 1-435-615-5350.

Community Profile

This information will help students to know what to expect upon their arrival and help them prepare for their Work and Travel experience.

How would you describe your area? Tourist Area Ski resort town

Please provide a brief description of your community: Park City is a historic silver mining town that has been turned into a booming tourist town. In the winter the skiers and snowboarders visit the area to experience the greatest snow on earth. There are many winter activities including skiing, snowboarding, ice skating, visiting Utah Olympic Park, dog sledding, snowmobiling, and more! In the summer there are also many activities such as free concerts, farmers markets, and events on historic main street. There is world class hiking and biking trails all around the community, and nearby reservoirs to spend the day playing in the water, as well as fishing and camping.

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Is there anything special that students should bring? The weather in Utah can be very unpredictable. For the most part it is very warm in the summer but it does cool off significantly at night so it is good to bring warm clothing and jackets. It is also recommended to keep an umbrella on hand since the participants will be using the bus system to get around and having to walk from the bus stops to their destinations.

What are the seasonal temperatures?

Spring: Day: 70 F Night: 40 F

Summer: Day: 85 F Night: 50 F

Fall: Day: 70 F Night: 40 F

Winter: Day: 35 F Night: 20 F

What is near work?

Transportation Depot:	✓	On foot		In town / by public transport		Requires a car	N/A
Food/Super Market:	✓	On foot		In town / by public transport		Requires a car	N/A
Shopping Mall:		On foot	✓	In town / by public transport		Requires a car	N/A
Post Office:		On foot	✓	In town / by public transport		Requires a car	N/A
Bank:	✓	On foot	✓	In town / by public transport		Requires a car	N/A
Public Library:		On foot	✓	In town / by public transport		Requires a car	N/A
Movie Theater:		On foot	✓	In town / by public transport		Requires a car	N/A
Restaurants:	✓	On foot		In town / by public transport		Requires a car	N/A
Fitness Center/Gym:		On foot	✓	In town / by public transport		Requires a car	N/A
Sports/Recreation Facility:		On foot	✓	In town / by public transport		Requires a car	N/A
Nightlife:		On foot	✓	In town / by public transport		Requires a car	N/A
Laundromat:		On foot	✓	In town / by public transport		Requires a car	N/A
Internet Access:	✓	On foot		In town / by public transport		Requires a car	N/A

Indicate other nearby activities:

Park City has a world renowned downtown area with shopping and dining. It sits at the base of a ski resort in the winter and outdoor activities abound.

Park City/Utah was host to the 2002 Winter Olympics and now home to the Utah Olympic Park, a training facility for winter Olympic sports.

Park City is just outside of Salt Lake City, the capital of Utah with a multitude of shopping and cultural opportunities. Utah is also home to 5 National Parks- Zion, Bryce Canyon, Capitol Reef, Arches, and Canyonlands.

Park City offers free public transportation around the area. This allows participants to get to work as well as travel to where they want to go for personal activities without any cost.

The employer coordinates activities like attending the regular community dinners, departmental events like bowling or hiking and other summer activities.

List of interesting area websites:

Greenheart Exchange

Greenheart Exchange, 746 North LaSalle, Chicago, IL 60654 USA
Tel: 312.944.2544 | Fax: 312-577-0692 | Website: www.greenheart.org | Email: employer@greenheart.org

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Waldorf Astoria- Park City, Park City, UT

January 3, 2019

<https://apassionandapassport.com/>

Provides information on things to do in Park City besides ski.

parkcity.org

Information on the bus system and community events

Utah.com

Provides information on all the amazing places to visit while in Utah

<https://www.pclodge.com/concierge/winter-activities/>

Is there wireless internet available?

Free WiFi is available at the resort.

Additional Comments:

It is required that participants secure housing before arriving in Park City. The Waldorf Astoria resort is small so they do not have the ability to house anyone if they arrive without accommodations.

Grooming standards: Men- For those with facial hair please make sure that it is fully grown and well maintained prior to the start date. Facial hair is allowed as long as it is already grown, otherwise participants must remain clean shaven.

Participants will be interacting with Americans at work and on their time off. For additional cultural opportunities participants are recommended to join the Greenheart Club: <https://greenheartclub.org/resources/volunteering>. Please also see our Greenheart Cultural Flyers: <https://greenheartclub.org/resources/volunteering> and check-out <http://www.visittheusa.com/>.

Participants whose employment is terminated (involuntary or voluntarily), will have 2 weeks from the time that they end their position to secure permanent housing that complies with Greenheart Exchange's Housing Guidelines and submit a Self-Arranged Job Offer (SAJO) to Greenheart Exchange for consideration. Participant's failure to submit a SAJO within a two-week timeframe will result in shortening the participant's program sponsorship.

If Greenheart Exchange rejects SAJO, the participant has 1 business day to resubmit SAJO in accordance with instructions received from Greenheart Exchange. Information about prohibited jobs for J-1 SWT program participants can be found here: <https://www.greenheartexchange.org/work-travel-regulations/>.

Please feel free to attach any other additional information.

Greenheart Exchange

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