



Newport Tent Company of Peak Event Services Portsmouth - Tent Crew

HOST INFORMATION

Company Description:

Newport Tent Company was founded by Mike Corcoran in 1971, uncle to current General Manager/VP of Newport Tent, Bill Corcoran. Mike was an auctioneer and purchased his first tent for one of his auctions, hiring several of his nephews (including Bill) and nieces to install it. After the installation, Mike would take the kids to the Newport Creamery for their payment and they all thought it was the greatest thing in the world.

In the 1970's, there was a great amount of hype surrounding the filming in Newport of The Great Gatsby. The filmmakers were looking for someone locally who had tents that could be used for the film. While Mike's tents weren't "movie quality", he sourced what they needed from Anchor Industries in Indiana, who still makes the majority of our tents. Once filming was complete, Mike had added a number of high-quality tents into his inventory, which were suitable for functions such as weddings and other gala events. From there, the business just kept on growing and growing.

Host Website: <http://www.newporttent.com>

Site of Activity: Newport Tent Company of Peak Event Services Portsmouth

Parent Account Name: Peak Event Services

Host Address: 27 Highpoint Avenue Portsmouth , Rhode Island , 02871

Nearest Major City: Providence , Rhode Island , Less than 50 miles away

PLACEMENT INFORMATION

Job Description:

The student is responsible for getting a ride to work. Once at work the student will report to the Shawn Dugan, The Sr. Operations Manager or Bobby Pinheiro the Assistant Operations Manager. The daily duties will vary, but students will be working as a team to lift heavy items, install tents, chairs, tables, dance floor, stages etc. As well as remove them too.

Typical Schedule:

Students must be available Monday, Tuesday, Wednesday, Thursday, Friday, Saturday & Sunday 7:00AM Start time - End Time TBD Days off TBD

Drug Test required: No

COMPENSATION

Hourly Wage: \$12.5

Eligible for Tips: No

Estimated weekly wages including tips: \$500

Bonus: Yes

The student will be offered an end of year bonus which is a \$1.00 for every hour worked as long as the student has followed all guidelines for time off per Shawn Dugan and shows up to work on time.

* All figures above are pre-tax

Estimated average number of hours per week: 40

Estimated minimum number of hours per week: 40

Estimated maximum number of hours per week: 40

Potential fluctuation in hours per week:

Depending on our job schedule hours will differ each week.

Average number of hours per week reached by last year's seasonal employees: 50

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

Newport Tent will provide all housing materials, t-shirts and steel toe boots.

JOB REQUIREMENTS

English Level required:



Advanced

Required to be 21+: No

Previous Experience required: No

Qualifications & Conditions

Lifting

Lifting requirement: 50lbs/22kgs

Description:

Students are not required to lift anything alone. Teamwork is always required.

Standing for entire shift

Working outdoors

Working under direct sunlight

Need to wear uniform: Yes

Uniform Policy:

Yes, we will provide t-shirts and steel toe shoes. They can wear tan pants or shorts (weather dependent)

Cost of uniform: \$0

Uniform laundry: Participant responsibility

Dress Code: Yes

Description:

Please do not dress sloppy

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Will provide information about Events, Local Resources, Attractions/Sites, Local Community

Additional Details about Cultural Offerings:

Students will have the opportunity to see all of New England while on job site. Also, on their days off, they will be able to travel to the local cities and towns in the area. As well as enjoying the fun and popular city of Newport where there housing is located.

Local Cultural Offering:

Rhode Island had the most coastline of any other state in the US. Areas such as Newport, Narragansett, Block Island and many more will offer a fun beach vibe. Newport and Providence hold a lot of history and will be a few fun places for the students to explore.

HOUSING AND TRANSPORTATION

Housing Provided: Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. Required to stay.

Employer-owned or employer-arranged housing description:

The employer decides which student will be placed in which housing. The employer will look at the arrival dates as well as trying to keep the students from the same country's together.

Lease Agreement: Yes

Onsite Amenities:

WiFi: No

Description:

We do not provide, they are welcome to obtain internet on their own

Phone Service: No

Description:

We do not provide a house phone or cell phones. They are welcome to obtain a house phone on their own or buy a cell phone on their own

Kitchen facilities: Yes

Description:

We will provide, pots, pans, dishes, cups, silverware, etc.

Laundry facilities: No

Description:

Some of our housing does offer laundry onsite. The students that do not have a washer and dryer can use the machines at one of the apartments that does or go to the laundry mat.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 4

Suggested Occupancy Per Room: 1 - 4

Rooming Arrangement Description:

Housing and rooming is based on first come first serve. Also we try to keep students from the same country in the same house. It does not always work out, but we do try.

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: \$70

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$200

Description:

\$70.00 will be taking out of the students pay each week. (\$10.00) a day.

Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

\$20.00 will be taking out of the students pay each week till they have reached \$200.00. At the end of their stay there deposit is refundable as long as the housing requirements are met during the season and at the end of their stay.

Details About Deposit Refund:

TBD - Payroll and HR will be able to answer that questions upon the students arrival.

Transportation to Worksite:

Local Bus, Subway or Train

Estimated commute time: 30 to 45 minutes

Estimated cost: \$8

Total: No Per Day: Yes

Description: bus schedules can be printed from the internet. A monthly pass or a 6 month pass is available to purchase at will save the students money.

ARRIVAL INFORMATION

Arrival Instructions:

From your country it is best to fly into New York, NY or Boston, MA. From either city, you will then have to take a Peter Pan bus (www.peterpanbus.com) to Providence, RI. From Providence, RI you will then have to take a RIPTA public transportation bus (<http://www.ripta.com/schedules/schedules.php>) to Newport, RI.

Once in Newport, RI depending on your time of arrival you have two options: If you arrive before Noon (12:00pm) Monday through Friday you can take a taxi or you can take a RIPTA public transportation bus to Newport Tent Company located at 27 Highpoint Avenue, Portsmouth, RI 02871 (401) 683-9160 (please call Newport Tent prior to getting on the bus or taking a taxi to let us know that you will be arriving).

Suggested Arrival Airport:

Logan International Airport, BOS, Over 50 miles

Estimated cost of transportation to worksite from suggested airports: \$75 to \$100

If arriving after regular hours:

Suggested After-Hours Accommodation:

*Ambassador Inn & Suites
1359 West Main Road
Middletown , Rhode Island 02842
866-599-6674
\$75 to \$100*

TRAINING AND ONBOARDING

Pre-Arrival Onboarding:

Social Security Number:

Require participants to apply for SSN before arrival at worksite: No

Details about how to apply for Social Security Number:

If possible, NTC will try to help assist you in transportation to the Social Security office in Newport. If NTC is not available there are local buses available

Nearest SSA Office: Newport , Rhode Island , Less than 10 miles

Other:

Wage Payment Schedule:

Weekly paychecks will be issued.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups:

Grooming Requirements:

All students must practice proper hygiene and keeping their housing clean. Newport Tent will supply steel toe shoes and 3-5 T-shirts.

Second Job Availability: No, unlikely

Applicable Company Policies:

Students must not use their cell phones while on company time.

Smoking is not allowed in NTC's warehouse, trucks, office or housing.

The laborers position you were hired for requires setting-up and taking down tents throughout New England in all types of weather (rain, wind, heat, etc.). We highly recommend that you bring rain gear (water resistant coat and pants) as work will continue in the rain. We also recommend that you bring sunscreen to protect your skin throughout the day. Newport Tent Company will provide the required steel-toed boots and 5 work T-shirts upon your arrival. You are required to supply your own work pants, shorts sweatshirt etc. You are also responsible to bring your own lunch, drinks and snacks to work. We highly recommend that you bring water for your work day as it is important to stay hydrated.

COMMUNITY AMENITIES

Walking Distance from Worksite:

Fitness Center

Walking Distance from Housing:

Food Market, Post Office, Bank, Restaurants, Fitness Center, Internet Cafe, Public Library

In Town, Requires Transportation:

Food Market, Shopping Mall