



Twin Orchard Country Club - Grounds/Golf course Staff.

HOST INFORMATION

Company Description:

For over 25 years Twin Orchard has provided students a wonderful experience. We seek high energy, friendly, smiling and enthusiastic students. We promise a great work experience and a wonderful opportunity to learn, contribute and build lifelong relationships.

We are looking for energetic, friendly and outgoing students that have an excellent command of English to work as servers (waiters/Waitresses) in our member restaurant and in banquets. Students work split shifts 5-6 days per week. We pay \$15/Hr and overtime after 40 hours a week.

We're also looking for grounds maintenance staff to work on our two golf courses. This job entails working outdoors including mowing, landscaping work, planting flowers, weeding, plant care/trimming, raking bunkers, emptying course trash cans. Hours are 5am-1pm 5-6 days per week. Must possess the ability to work outdoors in temperatures averaging 80+ degrees and sometimes higher. This job pays \$17/Hr and overtime after 40 hours.

There is no opportunity to work a second job. Students cannot smoke on breaks when working.

If a candidate wishes to leave Twin Orchard in mid season prior to fulfilling their contract term they will not be provided authorization to seek other employment. They will be required to leave the country unless there are extenuating circumstances.

We schedule a number of employee events during the summer including trips to Great America, a baseball game, the beach, shopping malls along with other fun employee events.

Host Website: <http://www.twinorchardcc.org>

Site of Activity: Twin Orchard Country Club

Parent Account Name: Twin Orchard Country Club

Host Address: 22353 Old McHenry Road Long Grove , Illinois , 60047

Nearest Major City: Chicago , Illinois , Less than 50 miles away

PLACEMENT INFORMATION

Job Description:

Working outside on 2 magnificent golf courses

Ability to lift up to 50lbs.

Weeding, planting flowers, operating light machinery/mowers, raking bunkers, filling divots, other duties.

Manual labor in temperatures ranging from 80-90 degrees.

Typical Schedule:

5am-1pm 5-6 days /week.

Seasonal changes to job duties or available hours: Yes

Will rotate duties.

Drug Test required: No

COMPENSATION

Hourly Wage: \$17

Eligible for Tips: No

Estimated weekly wages including tips: \$800

Bonus: Yes

Based on performance.

* All figures above are pre-tax

Estimated average number of hours per week: 45

Estimated minimum number of hours per week: 40

Estimated maximum number of hours per week: 55

Potential fluctuation in hours per week:

Weather conditions may cause fluctuation in hours. (Heavy rain, excessive heat)

Average number of hours per week reached by last year's seasonal employees: 45

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

Housing, meals, uniforms.

JOB REQUIREMENTS

English Level required:



Intermediate

Required to be 21+: No

Previous Experience required: No

Qualifications & Conditions

Lifting

Lifting requirement: 50lbs/22kgs

Description:

Routine manual labor, will require physical ability to lift, push and pull 50lbs.

Standing for entire shift

Working outdoors

Working under direct sunlight

Job Training required: Yes

Length of job training:

First week of employment & ongoing.

Hours per week during training period: 40

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Safety is the number one priority. Correct lifting techniques. Use of standard tools, and light machinery.

Need to wear uniform: Yes

Uniform Policy:

We will provide, pants, shirts, hats, gloves and all safety items.

Cost of uniform: \$0

Uniform laundry: Provided at no cost

Dress Code: Yes

Description:

Wearing of uniform is required.

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Trips to Nearby/Major Attractions, Trips to Major City, Sporting Events, Shopping Trips, Holiday Events, Company Parties

Additional Details about Cultural Offerings:

Opportunities to explore Chicago and local area attractions.

Meet, get to know distinguished club members.

Experience working at a prestigious Private Country Club.

The club schedules a series of fun events including Six Flags, Shopping Malls, the Beach, staff picnics etc.

Local Cultural Offering:

Chicago provides endless opportunities to visit art galleries, museums and historic venues.

Indoor sky diving, parachute jumping, lake cruises & more.

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:

We provide on site dorm housing in our main clubhouse. There are wings for both male & female with separate bathrooms and showers. There are laundry facilities within the dorm. The dorms are two to each room. There are 20 dorm rooms total. They are neat, clean, secure and have their own entrance. Only dorm residents are permitted in the dorms. **THERE IS NO CHARGE FOR HOUSING.**

Lease Agreement: No

Onsite Amenities:

WiFi: Yes

Description:

The dorms have wi-fi accessibility.

Phone Service: Yes

Description:

There is access to land lines and supervisors.

Kitchen facilities: Yes

Description:

We have an employee cafeteria but no cooking facilities. **WE PROVIDE MEALS AT NO CHARGE** Meals are to be eaten in the employee cafeteria.

Laundry facilities: Yes

Description:

Washers, dryers and ironing boards are available in the dorm.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 2

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 2

Rooming Arrangement Description:

Students can request to live with friends/partners. Requests will be accommodated if feasible.

Provided Housing Cost:

Required to Pay for Provided Housing: No

Utilities Costs: No

Housing Deposit: Yes

Cost: \$250

Description:

Within 2 weeks of arrival.

Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

No damage done to living quarters or the dorm facilities.

Details About Deposit Refund:

We'll provide a check prior to departure assuming the conditions are met.

Transportation to Worksite:

Other

Estimated commute time: Under 15 minutes

Estimated cost: \$0

Description: Students are on site and walk to work.

ARRIVAL INFORMATION

Arrival Instructions:

We'll co-ordinate with you and pick you up at Chicago O'hare International Airport.

We prefer you arrive on Mondays. If you arrive on other days of the week you may have to take an uber or taxi from the airport to the club.

Once here we'll get you to the closest Social Security office and supermarket, Target, Walgreens etc.

Felix Echeverria & Miguel Jauregui our Food & Beverage Director will co-ordinate all arrivals and pick up's . He'll provide his contact information.

Suggested Arrival Airport:

O'Hare International Airport, mid, Less than 10 miles

Midway Airport., ord, Less than 50 miles

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

If arriving after regular hours:

Suggested After-Hours Accommodation:

Felix Echeverria

22353 Old McHenry Rd.

Long Grove , Illinois 60047

twinorchardcc.org

8472755196

\$0 to \$25

TRAINING AND ONBOARDING

Pre-Arrival Onboarding: Yes

Review employee manual & various training documents that we will provide.

Sign commitment letter outlining job performance expectations, anticipated work schedule, living arrangements and behavioral expectations.

Social Security Number:

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

Details about how to apply for Social Security Number:

We'll organize transportation to the Social Security office.

Nearest SSA Office: Lake Zurich , Illinois , Less than 10 miles

Other:

Wage Payment Schedule:

Employees are paid every two weeks. Any hours worked over 40 are paid at the overtime rate of 1.5

Meal Plan: Mandatory

Estimated Cost Per Day: \$0

Meal Plan Description:

Breakfast, Lunch and Dinner are provided to students at NO CHARGE. Students must clock out for meal breaks. Any violations will be grounds for dicipline.

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: No

Grooming Requirements:

Remove all piercings. Neat, closely cropped facial hair ok. Discreet tattoos ok. Immaculate hygiene and crisp, clean neat appearance are absolutely required.

Second Job Availability: No, unlikely

Applicable Company Policies:

No smoking when working or on breaks.

No cell phones allowed in the workplace during working hours.

COMMUNITY AMENITIES

Walking Distance from Worksite:

Food Market, Bank, Restaurants, Internet Cafe

Walking Distance from Housing:

Food Market, Bank, Restaurants, Internet Cafe

In Town, Requires Transportation:

Shopping Mall, Post Office, Fitness Center, Public Library