



WORK & TRAVEL USA

## Harris Teeter Outer Banks Kitty Hawk - Grocery Clerk

### HOST INFORMATION

**Company Description:**

***Housing provided with Competitive pay in local market with raises each returning year!***

***Cultural trips and inclusive environment!***

***Employee Discounts in store/movie tickets/amusement parks/travel/electronics!***

*Kitty Hawk North Carolina is a seasonal resort area with miles of beaches and activities to enjoy. Watersports are popular in the area, learn to Kayak, Surf or SUP. Many other watersports such as Jet skis, Kite boarding, fishing as well as Hang Gliding are popular. Other things to enjoy are the food and shopping at Timbuck II shopping center with over 60 shops/restaurants to choose from.*

*Harris Teeter has been hosting work and travel participants since 2005. We average almost 100 students in 3 store locations.*

*Each year we host cultural activities in store as well as travel trips. Our most popular destination is Williamsburg, VA which is 2.5 hour trip. The destination, Bush Gardens Europe a Theme park to enjoy roller coasters, water rides, theatre performances and more. We also make at least 1 shopping mall trip.*

*Associate perks program-10% discount on all store brand products. We also provide an online perks program that has thousands of discounts. Tours, Concerts, Flight tickets. In 2019 we were able to purchase Bush Gardens tickets through the program for \$61.99 a 32% discount if you purchase directly from the park.*

**Host Website:** <https://www.harristeeter.com/>

**Site of Activity:** Harris Teeter Outer Banks Kitty Hawk

**Parent Account Name:** Harris Teeter, Inc. North

**Host Address:** 5400 North Croatan Highway Kitty Hawk , North Carolina , 27949

**Nearest Major City:** Virginia Beach , Virginia , Over 50 miles away

### PLACEMENT INFORMATION

**Job Description:**

All positions focus on providing customer service to shoppers and each associate will have General cleaning duties in their area of employment

Cashier/Bagger: Handling money, ringing up customer orders, Bagging and lifting items. assisting customers with questions. Retrieving shopping carts from outside corrals.

Grocery Stock-unloading supply trucks, heavy lifting and stocking shelves assisting with bagger duties on occasion.

Clerks for Produce/Deli/Dairy/Meat- handling raw and cooked foods following our food safety processes. working in cold areas and preparing foods for customer consumption.

Starbucks Barista- handling customer orders, preparing drinks and food to customer order. cash handling and unloading supply orders(heavy lifting)

**Typical Schedule:**

Schedules will vary: Participants will likely have a similar schedule each week to incorporate time for a 2nd job. 2nd job schedules will need to be made around Harris Teeter's needs.

**Seasonal changes to job duties or available hours:** Yes

Job will only change if participant is unable to fulfill job duties

**Drug Test required:** Yes

## COMPENSATION

**Hourly Wage:** \$14

**Eligible for Tips:** No

**Estimated weekly wages including tips:** \$644

**Bonus:** No

\* All figures above are pre-tax

**Estimated average number of hours per week:** 44

**Estimated minimum number of hours per week:** 44

**Estimated maximum number of hours per week:** 50

**Potential fluctuation in hours per week:**

Before all participants arrive students are likely to receive more overtime. Peak weeks from August to end of September.

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

**Overtime Policy:**

Yes, paid after 40 hours

**Job-Specific Benefits:**

10% Discount on all in house branded items. 4-6 Free items per month-company provided Perks program provides discounts on 1000's of events/experiences/products

## JOB REQUIREMENTS

**English Level required:**



**Upper-Intermediate**

**Required to be 21+:** No

**Previous Experience required:** No

### **Qualifications & Conditions**

*Lifting*

*Lifting requirement: 25lbs/11kgs*

*Description:*

*Any items over 20lbs we require a team lift (2nd helper)*

*Standing for entire shift*

*Handling cleaning chemicals*

*Working outdoors*

*Working under direct sunlight*

*Other qualifications or conditions*

*Description:*

*some departments require associate to be in freezer for up to 1 hour, gloves/jackets/hats are permitted to be worn in the freezers.*

**Job Training required:** Yes

*Length of job training:*

*Varies per person 2-4 days*

*Hours per week during training period: 45*

*Different wage during training period: No*

*Start on specific day of the week: Yes*

*Monday*

*Training requirements:*

*Associates will complete hiring process and sign off on Housing/work policies first day. Computer Videos and testing will follow and continue through the 2nd-3rd day depending n position. Associates will then be paired with a team member for hands on training.*

**Need to wear uniform:** Yes

*Uniform Policy:*

Associates must be in uniform before starting work. Uniform should be clean and free of stains/excessive wrinkles. The uniform provided is a shirt, and potentially a hat, shoes and specific pants, depending on the department you are in. The first shirt is provided free of charge. You can purchase additional shirts if desired. Hair should be of natural color and facial piercings are not permitted. Tattoos are permitted but if considered offensive will need to be covered by clothing.

Cost of uniform: \$65

Uniform laundry: Participant responsibility

**Dress Code:** Yes

*Description:*

Tan pants (associate provided) and a company provided blue polo shirt. Hats/Aprons/Slip resistant shoes are required for some positions and will be provided/ordered upon arrival. Starbucks associates wear black pants and a black polo shirt and can provide their own uniform. Shirts can be ordered through our company website.

## CULTURAL OPPORTUNITIES

**Types of Cultural Opportunities:**

Company Parties, Potlucks or Dinners, Shopping Trips, Trips to Major City, Trips to Nearby/Major Attractions, Will provide information about Events, Local Resources, Attractions/Sites, Local Community

**Additional Details about Cultural Offerings:**

Associate appreciation events are provided by management to thank and support our team's dedication. This varies as either a potluck for associates to bring dishes from their local countries to possibly a Pizza party. This event changes yearly to accommodate popular vote.

**Local Cultural Offering:**

Local Church weekly dinners and trips provided throughout the summer

Mustang Music Festival

Kitty Hawk Kites- multiple festivals throughout the summer

September Surf Competitions

## 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:**

Housing will be provided by Harris Teeter. The houses we rent are between 2-5 bedrooms, both Condo and single family homes. Water/Power/Cable/Internet are provided as well as basic kitchen supplies. Homes are 3 or less miles from the store. Harris Teeter will conduct weekly unannounced cleanliness checks on houses. Any damages will need to be reported to management right away. 997 Kitty Hawk Road Kitty Hawk, NC 27949- We own a condos at this site there are 3 2bedroom units.

**Lease Agreement:** Yes

**Onsite Amenities:**

WiFi: Yes

*Description:*

*Internet access provided by local Charter/Spectrum. All houses have wifi and the login information is logged inside the home.*

*Phone Service: Yes*

*Description:*

*Landlines are installed and activated in all properties*

*Kitchen facilities: Yes*

*Description:*

*Shared Kitchen, basic cooking appliances are provided.*

*Laundry facilities: Yes*

*Description:*

*washer/dryer in home*

**Occupancy Requirements for Provided Housing:**

*Minimum Occupancy Per Room: 1*

*Maximum Occupancy Per Room: 4*

*Suggested Occupancy Per Room: 1 - 4*

*Rooming Arrangement Description:*

*Yes, participants can request to live with friends, each request will be taken into consideration and based on housing availability and arrival timeframe may be able to be fulfilled. If we cannot accommodate larger groups we will attempt to place participants in housing in close proximity.*

**Provided Housing Cost:**

*Required to Pay for Provided Housing: Yes*

*Cost per Week: \$125*

*Housing Cost Deducted from Paychecks: Yes*

*Utilities Costs: No*

*Housing Deposit: Yes*

*Cost: \$200*

*Description:*

*A \$200 non-refundable housing deposit is required to cover housing administration fees, transportation from bus station, cost of linens, a trip to the Social Security office, and any applicable housing damages. This fee must be paid on the 1st day of work, by means of cash or money order.*

*Housing Deposit Refundable: No*

**Transportation to Worksite:**

*Walking Commute Time*

*Estimated commute time: 15 to 30 minutes*

*Description: Safe walking/biking trail. All associates should follow traffic laws and cross at lights. Safety vests are provided to all associates and will provide visibility to drivers at night.*

*Biking*

*Estimated commute time: Under 15 minutes*

*Bicycles are provided free of charge: No*

*Bicycles are not provided: Yes*

*Bicycles are available to rent: No*

*Estimated cost: \$*

*Description: Associates can purchase or rent bikes locally. There is a Church program that provides bikes on a first come first serve basis. Harris Teeter will attempt at the beginning of the season to provide bikes from the church to first arrivals.*

## ARRIVAL INFORMATION

### **Arrival Instructions:**

Fly into **Norfolk International Airport**

*Easiest option is to come in groups and get an Uber from the airport to Harris Teeter in Kitty Hawk, NC- 5400 N Croatan Hwy Kitty Hawk, NC 27927. Communicate with Jasmine 2 weeks prior to assure you have a pickup scheduled to take you to Corolla. Pickup preferred time 9am-1pm. Only 1 pickup per day you may have to wait for other arrivals. Approximately \$140 with Uber. There are also locals that have a support group sometimes cheaper(look below)You will need to take a taxi or uber from the Norfolk airport to Norfolk Greyhound - 701 Monticello Ave Norfolk, VA 23510. Approximately \$18.00. Then take the greyhound bus from Norfolk to Virginia Beach. There is only 1 bus per day that leaves Norfolk, VA at 12:15pm and arrives Virginia Beach at 12:55pm. Communicate with Jasmine 2 weeks prior to assure you have a pickup scheduled to take you to Corolla. approximately \$10.00 <https://www.greyhound.com/Facebook Group- Outer Banks Exchange Visitors- Summer Work Travel> (you can post to this group and ask for pickups/rideshare. this group is kept by locals who support the Exchange programs) Pickups from the bus station/Harris Teeter will only be provided Monday-Friday. If you wish to arrive via a friend/family member please arrive to the store at 5400 North Croatan Hwy Kitty Hawk NC, 27949 between the hours 7am-8pm(if you arrival will be later contact me to know who to speak with)*

***HT does not pickup from the airport, you must follow instructions for the greyhound for pickup or uber to Harris Teeter store location.***

### **Suggested Arrival Airport:**

*Norfolk International, ORF, Over 50 miles*

***Estimated cost of transportation to worksite from suggested airports: \$100 to \$150***

### **If arriving after regular hours:**

### **Suggested After-Hours Accommodation:**

*Hilton Garden Inn*

*5353 N. Virginia Dare Trail*

*Kitty Hawk, North Carolina 27927*

*<https://hiltongardeninn3.hilton.com/en/hotels/north-carolina/hilton-garden-inn-outer-banks-kitty-hawk-ORFKHGI/index.html>*

*252-261-1290*

*\$100 to \$150*

## TRAINING AND ONBOARDING

**Pre-Arrival Onboarding:** No

**Social Security Number:**

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

Details about how to apply for Social Security Number:

Social Security office trips will be made as necessary and all participants receive the scheduled for this trip on the first day of employment, we will fill out the application together and discuss what to bring the day of the trip.

Nearest SSA Office: Elizabeth City , North Carolina , Over 50 miles

**Other:**

Wage Payment Schedule:

Paychecks are provided weekly. Associates have the option for Direct Deposit if they have a bank account. new in 2019 is a Paycard option which has no fees and online access. Participants will fill out the short application after hiring is completed.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

Associates will need to be fully prepared to work before clocking in for their shift. Associates are required to keep a neat appearance. Clothing must not be dirty, torn or wrinkled. Facial piercings are not permitted.

Second Job Availability: Yes, likely

Applicable Company Policies:

General Policy Any associate working 6.5 hours or more must take a meal break of at least 30 minutes. Cellphones are not permitted on the sales floor, it is asked that they be kept in a locker or in your pocket and not used during the work time. All associates are provided housing and payment will be automatically deducted each pay period. Associates are responsible for keeping homes clean, associates are also financially responsible for damages for any misuse of the property, no smoking is permitted in our housing. Associates will need to smoke outside and dispose of cigarettes safely. If an associate cannot arrive to work at their scheduled time it is their responsibility to communicate at least 1 hour prior to their shift to notify management. Associates in violation of policy will not be considered to return with the work and travel program.

A \$200 non-refundable housing deposit is required to cover housing administration fees, transportation from bus station, cost of linens, a trip to the Social Security office, and any applicable housing damages. This fee must be paid on the 1st day of work, by means of cash or money order.

## COMMUNITY AMENITIES

**Walking Distance from Worksite:**

*Food Market, Bank, Restaurants, Fitness Center, Walmart Supercenter*

***Walking Distance from Housing:***

*Food Market, Post Office, Restaurants, Fitness Center*

***In Town, Requires Transportation:***

*Shopping Mall, Public Library*

***Unavailable:***

*Internet Cafe*