

## Harris Teeter Outer Banks Corolla - Store 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!

*Corolla 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 140 students in 4 store locations.

Each year we host cultural activities in store as well as travel trips to local areas and Virginia, shopping, amusement parks, museums are some of our past trip experiences.

Associate Discounts-10% discount on all store brand products. We also provide an online Abenity perks program that has thousands of discounts. Tours, Concerts, Flight tickets.

Host Website: https://www.harristeeter.com/

Site of Activity: Harris Teeter Outer Banks Corolla

Parent Account Name: Harris Teeter, Inc. North

Host Address: 601 Currituck Clubhouse Drive Corolla , North Carolina , 27927

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: No

## **COMPENSATION**

Hourly Wage: \$15

Eligible for Tips: No

Estimated weekly wages including tips: \$690

Bonus: No

\* All figures above are pre-tax

Estimated average number of hours per week: 44

Estimated minimum number of hours per week: 40

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:



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

Upper-Intermediate

*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:

Black pants (associate provided) and a company provided red polo shirt. Hats/Aprons/Slip resistant shoes are required for some positions and will be provided/ordered upon arrival. Starbucks wear 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. This varies as either a potluck for associates to bring dishes from their local countries to Pizza party or other. These events and trips change yearly to accommodate popular vote. Trips to Amusement parks, water parks, baseball games, shopping mall trips

#### Local Cultural Offering:

Corolla Church weekly dinners and trips provided throughout the summer

Trip Ex: Washington, DC and the lighthouses from Corolla Light to Bodie Island Lighthouse.

Mustang Music Festival

## 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. Harris Teeter will conduct weekly unannounced cleanliness checks on houses. Any damages will need to be reported to management right away.* 

#### Lease Agreement: Yes

#### **Onsite Amenities:**

*WiFi: Yes Description: Each home has internet name and password posted by the router.* 

Phone Service: Yes

*Description: Every house will have a landline which can make calls even if power is down.* 

*Kitchen facilities: Yes Description: Full Kitchen with basic necessities to store and cook food. Laundry facilities: Yes Description: In house washer and dryer* 

## 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: Houses are 3 miles or less from Harris Teeter. 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.

Biking Estimated commute time: Under 15 minutes

*Bicycles are provided free of charge: No Bicycles are not provided: Yes* 

### Estimated cost: \$

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.

## **ARRIVAL INFORMATION**

## Arrival Instructions:

Fly into Norfolk International Please communicate all travel plans to Jasmine at least 2 weeks prior to your arrival.

Easiest option is to come in groups and get an Uber from the airport to Harris Teeter store location. Approximately \$200 with Uber. There are also locals that have a support group sometimes cheaper(look below). 2nd option is to arrive in the Norfolk airport and take a taxi/Uber to the Norfolk Greyhound bus station. Then take the greyhound bus from Norfolk to Elizabeth City, NC. There is only 1 bus per day that leaves Norfolk, VA in the morning hours(this schedule has a tendency to change often without notice please review the greyhound website before booking your flight)and arrives in Elizabeth City, NC. Upon arrival at the bus station a Harris Teeter Associate will be there to pick you up. Communicate with Jasmine 2 weeks prior to assure you have a pickup scheduled to take you the rest of the way to Corolla. Pickups from the bus station/Harris Teeter will only be provided Monday-Friday at the designated Greyhound arrival time of 9:00am.

## 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) please notify Jasmine upon scheduling a trip so we can assure the person selected is safe. If you wish to arrive via a friend/family member please arrive to the store at 601 Currituck Clubhouse Drive between the hours 7am-9pm(if you arrival will be later contact me to know who to speak with upon your arrival)

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, IAD, Over 50 miles

### Estimated cost of transportation to worksite from suggested airports: \$150 to \$200

### If arriving after regular hours:

### Suggested After-Hours Accommodation:

*Comfort Inn & Suites 5808 Burton Station Road virginia Beach , Virginia 23455 https://beacon.ciee.org/hostprofile/68567 (757) 965-3503 \$100 to \$150* 

Hilton Garden Inn Chesapeake/Greenbrier 1565 Crossways Boulevard Chesapeake , North Carolina 23320 https://www.hilton.com/en/hotels/orfchgi-hilton-garden-inn-chesapeake-greenbrier/?SEO\_id=BING-AMER-GI-ORFCHGl&y\_source=1\_MjA4MjUyMi00ODMtbG9jYXRpb24ud2Vic2l0ZQ%3D%3D (757) 420-2515 \$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 schedule for this trip on the first day of employment.

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, access to local banking with PNC bank will be provided the 1st week of employment.

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, Post Office, RestaurantsWalking Distance from Housing:Food Market, RestaurantsIn Town, Requires Transportation:Bank, Fitness CenterUnavailable:Shopping Mall, Internet Cafe, Public Library