



Twin Orchard Country Club - Server/Banquet server

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 friendships.

We are looking for energetic, friendly and outgoing students that have an excellent command of English to work in our member restaurant and in banquets. Students work split shifts 5-6 days per week. We pay \$16.00/Hour

We guarantee a minimum of 32 hours per week throughout the period of employment. Most weeks in season students work 40-48 hours.

Students may work a second job (Not on weekends). The second job cannot conflict with the needs of the club.

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 for students and other staff.

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:

Server (Waiter/Waitress) in our restaurant and when we do banquets.

Excellent English communication skills.

Well groomed appearance.

High energy, enthusiastic and positive.

Must smile easily.

Typical Schedule:

Split shifts, 5-6 days per week. Typically 10am-2pm then 5 pm -10pm.

Seasonal changes to job duties or available hours: Yes

May rotate to our golf course snack bar or pool snack bar.

Drug Test required: No

COMPENSATION

Hourly Wage: \$15

Eligible for Tips: No

Estimated weekly wages including tips: \$525

Bonus: Yes

Students are eligible to receive an end of season bonus based on performance and fulfilling their contracted arrival and departure dates.

* All figures above are pre-tax

Estimated average number of hours per week: 32

Estimated minimum number of hours per week: 35

Estimated maximum number of hours per week: 48

Potential fluctuation in hours per week:

Weather may affect work hours. Private event and golf outing schedules will mean more hours

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

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

We provide Free meals, accommodations, and uniforms.

JOB REQUIREMENTS

English Level required:



Advanced

Required to be 21+: No

Previous Experience required: No

Qualifications & Conditions

Lifting

Lifting requirement: 25lbs/11kgs

Description:

Lifting food service trays.

Standing for entire shift

Working outdoors

Working under direct sunlight

Job Training required: *Yes*

Length of job training:

1 week

Hours per week during training period: 40

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

We provide the training.

Need to wear uniform: *Yes*

Uniform Policy:

We provide the uniforms. We allow modest jewelery and perfumes/cologne.

Cost of uniform: \$0

Uniform laundry: Provided at no cost

Dress Code: *Yes*

Description:

uniforms required and provided.

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

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

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 during the season.

Develop lasting friendships with other employees.

Local Cultural Offering:

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

Indoor sky diving, parachute jumping, lake cruises & Chicago architectural river cruises.

4th of July Independence Day festivities.

Experience all Chicago has to offer.

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 have dorm style rooms in our clubhouse. Males room with males, females with females. No couples. We provide linens and blankets. We have A/C. Security guard on duty overnight. We charge \$300 total.

Lease Agreement: *No*

Onsite Amenities:

WiFi: Yes

Description:

Accessible.

Phone Service: Yes

Description:

Land line or cell phone.

Kitchen facilities: No

Description:

No kitchen facilities.

Laundry facilities: Yes

Description:

Washer dryers are available in the dorms.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 2

Maximum Occupancy Per Room: 3

Suggested Occupancy Per Room: 2 - 3

Rooming Arrangement Description:

We do not hire couples. Students can request to room with a friend. Males room with males, females room with females.

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: \$300

Housing Cost Deducted from Paychecks: No

Description:

\$300 payment due within 30 days of first day of work.

Utilities Costs: No

Housing Deposit: No

Transportation to Worksite:

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: Dorms are located in the clubhouse.

ARRIVAL INFORMATION

Arrival Instructions:

Felix Echeverria & Miguel Jauregui will co-ordinate with you. You'll be required to take an Uber from the airport to the club.

We prefer you arrive on Mondays, but understand if you are unable to do so.

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

We will reimburse you for the cost of the uber from the Airport to the club.

Suggested Arrival Airport:

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

Midway, Mid, Less than 50 miles

Estimated cost of transportation to worksite from suggested airports: \$50 to \$75

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 in advance of your arrival. We'll also provide other materials including menus, dorm room rules, policies and procedures.

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 help 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 discipline.

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. Black leather, closed toe, comfortable work shoes are required when working.

Second Job Availability: Yes, likely

Applicable Company Policies:

Participants may seek a second job. The second job cannot conflict with or impact the students ability to fulfill the work requirements of their job here at the club.

No smoking when working or on breaks.

No cell phones allowed in the workplace during working hours.

Participants should understand that they will be joining a highly functioning team of professionals at Twin Orchard and that they'll be held to a high standard of performance.

COMMUNITY AMENITIES

Walking Distance from Worksite:

Food Market, Bank, Restaurants, Internet Cafe

Walking Distance from Housing:

Food Market

In Town, Requires Transportation:

Shopping Mall, Post Office, Restaurants, Fitness Center, Public Library