

Lafayette Hotels Norseman Resort - Store Associate

HOST INFORMATION

Company Description:

Norseman Resorts of Ogunquit including Norseman Resort, Aspinquid Resort, Seacastles Resort, Splash Beachfront Restuarant, The Beach Store and Ice Cream, and Beachology gift shop. Lots of great opportunities here for 2nd jobs.

We are located directly on Ogunquit Beach. If you like the idea of taking a break on the beach, you will love it here. Work is more fun when you work on the beach!!

We are a family run business and we treat all of our team members like family. It's more than just a place to work here!

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

Site of Activity: Lafayette Hotels Norseman Resort

Parent Account Name: Lafayette Hotels

Host Address: 135 Beach Street Ogunquit, Maine, 03907

Nearest Major City: Portland, Maine, Less than 50 miles away

PLACEMENT INFORMATION

Job Description:*Essential Functions*

- Receive and process payments and issue receipts for products sold, whether by cash or credit card/debit card in accordance with company policies and procedures
- Maintain food service preparation/presentation/appearance/operations and sanitary conditions at all times and in accordance with company policies and procedures
- Occasionally work in outdoor weather conditions with exposure to the elements
- Work safely 100% of the time while following all policies and procedures
- Frequently remain stationary for long periods of time
- Be able to position self to stock and front shelves, coolers, and clothing racks, sweep and mop floors, dust shelves, move trash containers and place in an outside bin, clean the grounds surrounding the location and have the means to clean windows around the store in accordance with company standards
- In order to maintain a clean, safe environment to ensure the store is presentable; be able to position self to properly clean and maintain store equipment/products and areas including but not limited to coffee, kitchen, deli, ice cream, exterior customer seating areas, and restrooms in accordance with company standards
- Be able to enter and work in a cooler at a temperature of 36 degrees up to 30 minutes at a time
- Be able to meet the physical demands such as transporting and moving store products and equipment weighing up to 50 pounds when needed
- All other duties as assigned by management in accordance with company policies and procedures

Responsibilities include and are not limited to:

- Provide enthusiastic customer service to all customers

- Handle customer complaints fast and effectively to ensure that we provide all of our customers with the best buying experience
- Administrative
 - Prepare a shift-change report at completion of day in accordance with company policies and procedures
 - Scan all sales and assure proper use of register procedure
 - Advise Store Manager of any personnel situations or policy violations having an adverse effect on store operating performance
 - Share the responsibility for controlling the inventory on the shift or in the store
 - Observe shift operating hours and forms at all times, as assigned by the Store Manager
 - Report to work in accordance with the posted work schedule, unless a change in schedule is arranged with Store Manager
 - Practice good hygiene and cleanliness while working
 - Operate and maintain all equipment properly and safely to avoid injury and to protect the investments made by the company
 - Responsibly sell alcoholic beverages according to state and local regulations company policies and procedures
 - Operate shift within company guidelines to achieve sales and profit
 - Advise Store Manager immediately of any out of stocks, special needs and customer requests
 - Immediately advise Store Manager of any maintenance problems
 - Ensure Store Manager is made aware of all sales, cash or operating discrepancies

Typical Schedule:

The store is open 7 days per week in season. Shifts are generally scheduled in 7 hour time blocks between the opening of 7am and closing of 10pm. You may be asked to work a longer shift.

Seasonal changes to job duties or available hours: Yes

The market is only open on weekends at the beginning and end of the season. The market is open 7 days per week in peak season. The market will have reduced hours in the beginning and end of the season.

Drug Test required: No

COMPENSATION

Hourly Wage: \$16

Eligible for Tips: Yes

Tipping is shared among staff on a common shift. A tip jar is left at the cash register where it is divided equally among staff on that shift.

Estimated weekly wages including tips: \$525

Bonus: No

* All figures above are pre-tax

Estimated average number of hours per week: 35

Estimated minimum number of hours per week: 35

Estimated maximum number of hours per week: 50

Potential fluctuation in hours per week:

Hours can vary depending on the time of the season. Peak season there will generally be more hours. The beginning and end of the season will likely result in reduced hours.

Average number of hours per week reached by last year's seasonal employees: 40

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

50% discount on shift meals 50% discount in our store

JOB REQUIREMENTS

English Level required:



Advanced

Required to be 21+: No

Previous Experience required: No

Qualifications & Conditions

Lifting

Lifting requirement: 50lbs/22kgs

Description:

Lifting will include cases of soda, water, beer, wine, and merchandise. Most will require bending and lifting. Standing for entire shift

Handling cleaning chemicals

Job Training required: Yes

Length of job training:

Variable

Hours per week during training period: 35

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

All training will be on the job training

Need to wear uniform: No

Dress Code: Yes

Description:

Students should have comfortable footwear. Students should all come with proper black sneakers and black or khaki pants/shorts. No spandex can be worn at work. Shirts will be provided.

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

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

Additional Details about Cultural Offerings:

We think it is important to enjoy the area and learn the local culture, not just work!

Paddleboarding, hiking, cook outs, pool parties, day trips, beach trips.

Local Cultural Offering:

Great chamber of commerce

HOUSING AND TRANSPORTATION

Housing Provided: Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. May find own (can choose alternative).

Employer-owned or employer-arranged housing description:

13 Beach Street - centrally located near the center of town and only a 500 yard walk to the beach Refrigerator Microwave Private bath for every 3 to 4 participants Bedding provided WiFi \$120/week

Lease Agreement: Yes

Onsite Amenities:

WiFi: Yes

Description:

WIFI ACCESS

Phone Service: Yes

Description:

Good cell service

Kitchen facilities: Yes

Description:

Shared kitchen access, stove, oven, microwave, toaster oven

Laundry facilities: Yes

Description:

Coin Op laundry a short walk from housing (100yards)

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 3

Maximum Occupancy Per Room: 4

Suggested Occupancy Per Room: 3 - 4

Rooming Arrangement Description:

Rooms are not coed, floor is coed.

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: \$120

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$120

Description:

Withdrawal from first paycheck

Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

Fully refundable following exit inspection

Details About Deposit Refund:

On final paycheck

Transportation to Worksite:

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: 100 - 500 yards depending on department

ARRIVAL INFORMATION

Arrival Instructions:

The best method is to fly to Boston MA or Portland ME. From those locations you will want to take the Amtrak to Wells Maine where we can pick you up. If you are flying into Boston MA, we recommend taking the C&J bus directly from the airport to Portsmouth NH. We will pick you up at the bus station. More information and tickets for the bus are available at <https://www.ridecj.com/>. If you arrive afterhours we will coordinate pickup at the airport for you.

DO NOT BOOK A FLIGHT TO PORTLAND OREGON.

Suggested Arrival Airport:

Logan Airport, BOS, Over 50 miles

Portland Maine, PWM, Less than 50 miles

Estimated cost of transportation to worksite from suggested airports: \$25 to \$50

If arriving after regular hours:

Suggested After-Hours Accommodation:

Fireside Inn and Suites

81 Riverside St

Portland, Maine 04103

www.firesideinnportland.com

2077745601

\$75 to \$100

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:

We will help you with all aspects of getting your social security number taken care of.

Nearest SSA Office: Saco, Maine, Less than 50 miles

Other:

Wage Payment Schedule:

Biweekly paycheck - direct deposit

Meal Plan: Optional

Estimated Cost Per Day: \$10

Meal Plan Description:

50% discount on shift meals

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

Must be well groomed, limited visible tattoos and piercing for front of house positions. Tshirts will be provided.

Second Job Availability: Yes, likely

Applicable Company Policies:

Cell phones are not permitted in the work place.

Smoking is not permitted at work or in our housing location.

COMMUNITY AMENITIES

Walking Distance from Worksite:

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

Walking Distance from Housing:

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

Unavailable:

Internet Cafe