WORK & TRAVEL USA

## Days Inn and Suites - Housekeeper/Houseman

## **HOST INFORMATION**

## Company Description:

Our hotel is 100% smoke free

Join us at Days Inn & Suites Williamsburg Colonial, located just minutes from historic Colonial Williamsburg and the College of William & Mary. Our hotel is situated off I-64, so you can easily reach Newport News and Yorktown attractions as well as Newport News/Williamsburg International Airport (PHF). We're also a short drive from popular theme parks such as Busch Gardens Williamsburg and Water Country USA. We also have a seasonal summer outdoor pool. We have several restaurants and grocery stores within walking distance to hotel.

Host Website: http://www.wyndhamhotels.com/hotels/51286

Site of Activity: Days Inn and Suites

Parent Account Name: Days Inn and Suites

Host Address: 119 Bypass Rd. Williamsburg , Virginia , 23185

Nearest Major City: Newport news , Virginia , Less than 25 miles away

# **PLACEMENT INFORMATION**

#### Job Description:

Housekeeper essential fictions are as follows: Clean all areas of hotel guest rooms. This will include stripping the beds of sheets, re-making beds with clean linens, cleaning bathrooms including sinks, bathtubs, showers and toilets, etc. Vacuum the floors Clean furniture, dust and remove any dirt and/or grime Housekeeping is hard work - please be prepared to work hard and be on your feet all day No allergies to chemicals or cleaning materials.

## Typical Schedule:

The expected schedule is 9 a.m to 4 p.m (max)

Drug Test required: No

## **COMPENSATION**

Hourly Wage: \$10.5

## Eligible for Tips: Yes

If guests leave tips in the room those belong to the housekeeper and houseman. Tips do not change the hourly wage.

Estimated weekly wages including tips: \$300

Bonus: No

\* All figures above are pre-tax

Estimated average number of hours per week: 35

Estimated minimum number of hours per week: 32

Estimated maximum number of hours per week: 39

Potential fluctuation in hours per week:

The fluctuation in hours will depend on weather, holidays (like July 4th), and weekends.

Average number of hours per week reached by last year's seasonal employees: 32

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

NA

## **JOB REQUIREMENTS**

English Level required:



Required to be 21+: No

Previous Experience required: No

*Qualifications & Conditions Standing for entire shift Handling cleaning chemicals* 

Job Training required: Yes

*Length of job training: Roughly 2 hours*  Intermediate

Hours per week during training period: 32

Different wage during training period: No

Start on specific day of the week: No

*Training requirements: Be on time for training and ready to learn!* 

Need to wear uniform: Yes

Uniform Policy: Shirt/t-shirt and long pants required

Cost of uniform: \$0

Uniform laundry: Participant responsibility

Dress Code: Yes

Description: Employer will provide company logo shirt and black pants.

# **CULTURAL OPPORTUNITIES**

Types of Cultural Opportunities:

Company Parties, Holiday Events

#### Additional Details about Cultural Offerings:

We also celebrate employee's birthdays at our hotel!

## Local Cultural Offering:

We have a mall only 3 miles from the hotels and Busch Gardens (amusement park) close by which provide discount tickets for students. During the summer we celebrate the 4th of July with lots of fireworks and barbecue cookout!

## 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:

Every room has TV, refrigerator, bedding/linen provided, microwave, telephone, utensils, private bath, air conditioning, security locks.

Lease Agreement: No

**Onsite Amenities:** 

WiFi: Yes Description: High speed wireless network

*Phone Service: Yes Description: Land line phone service in every room.* 

*Kitchen facilities: No Description:* 

*Laundry facilities: Yes Description: Laundry room is available. Washer is \$2.00/load, dryer is \$2.00/load. Open 24/7* 

## Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 4

Maximum Occupancy Per Room: 4

Suggested Occupancy Per Room: 4

Rooming Arrangement Description: You can request to live with your friend. All rooms will be on ground floor.

## Provided Housing Cost:

*Required to Pay for Provided Housing: Yes Cost per Week: \$85* 

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

*Housing Deposit: Yes Cost: \$75 Description: Housing deposit must be paid upon arrival and checking into the room* 

## Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

You get your deposit back on the last day of your program (your established end date). If you decide to leave earlier than your committed end date you may lose your deposit.

Details About Deposit Refund: We will return housing deposit prior to student's departure from the U.S. At your departure date/ check out date from the hotel.

Transportation to Worksite:

# ARRIVAL INFORMATION

## Arrival Instructions:

The hotel does not provide any transportation. Most students hire UBER for their transportation. Our main international airport is Washington D.C (Dulles int. Airport) which is about 170 miles away from hotel (about 2.5 hours car ride). We are open 24/7 so there is no specific arrival time that students need to be aware of. Please send your arrival dates and details at least a week before your arrival via email to:

Vinny R.

vinny5503@yahoo.com

757-253-1663

## Suggested Arrival Airport:

*Washington D.C ( Dulles int. Airport), IAD, Over 50 miles RICHMOND INT AIRPORT, RIC, 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:

NA NA WILLIAMSBURG , Virginia NA 7572531663 \$0 to \$25

## **TRAINING AND ONBOARDING**

## Pre-Arrival Onboarding:

Social Security Number:

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

Details about how to apply for Social Security Number:

A member of the hotel staff will take students to the social security office free of charge. A trip to the SS office will be arranged about a week after students arrive.

Nearest SSA Office: NEWPORT NEWS , Virginia , Less than 25 miles

## Other:

Wage Payment Schedule:

All employees are paid biweekly.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups:

*Grooming Requirements: Please wear uniform shirt and pants when working (issued by employer) NO VISIBLE TATTOOS PLEASE* 

Second Job Availability: Yes, likely

Applicable Company Policies:

NO CELL PHONE ALLOWED WHILE YOU WORKING.

AS WE ARE 100% SMOKE FREE HOTEL NO SMOKING IN THE ROOM.( YOU CAN SMOKE OUTSIDE THE ROOM WHERE WE HAVE DESIGNATED SMOKING AREA.)

# **COMMUNITY AMENITIES**

Walking Distance from Worksite:
Food Market, Bank, Restaurants
Walking Distance from Housing:
Food Market, Bank, Restaurants
In Town, Requires Transportation:
Shopping Mall, Post Office, Fitness Center, Internet Cafe, Public Library