



Greenheart Exchange

Work and Travel Program

Employer Information

PMJ Properties DBA The Island Club

Start Date Range: 5/1/2019 - 6/20/2019

End Date Range: 8/31/2019 - 10/15/2019

Industry: Hotel/Motel/Hostel/Bed and Breakfast

Number of Employees: 6

1490 Put-in-Bay Road

Address:

Put-in-Bay, OH 43456

[View Map](#)

Company Web Site: www.islandclub.com

Total positions available: 20

Potential positions: Housekeeper

Average number of work hours: 32

Average number of work days: 5

How often do you pay employees? Twice a month

Please indicate the level of English required: Great

Job benefits, bonuses, or incentives offered by your company (if any): There is a \$0.50 bonus for each hour worked if participants complete the entire contract. If participants end employment early they do not receive a bonus. Bonus will be included in the final paycheck. Bonuses awarded at the discretion of the manager.

Greenheart: Yes

Additional Hiring Requirements: Participants must like cleaning to be happy and successful in this position. Participants are required to contact their employer at least two weeks prior to arrival or risk cancellation of this placement. Participants MUST arrive to the employer by their Start Date or could potentially be cancelled.

Housing, Meals and Transportation

Housing provided by employer: I guarantee housing

Description of housing: The employer houses participants in either two large 2-bedroom trailers or one of the rental condos. In both setups, each participant will have their own bed. Beds are typically twin beds or bunk beds. Participants are provided with basic cookware but must provide their own linens and towels. Laundry is available in the condos for all participants. WiFi is included but there is not a phone

available. In the trailers, there are 2 participants per room, each with their own bed. There is a small kitchenette with a sink and stove top, and a living space in the trailer. The rental condos have 3 bedrooms, two bathrooms, and a fully equipped kitchen. Each room can sleep up to 3 participants. These condos have full kitchens and satellite TV. Rent does not change based on the type of housing. A room may be shared with another J-1 or an American employee. Participants who end employment must vacate the housing within 48 hours.

Housing costs: \$50 per week
Required To Use Housing: No
Meals included or subsidized: No
Description of included or subsidized meals: Not applicable.
Approximate cost of transportation: \$0.00(one way)

Jobs Available

Job Type: Housekeeper
of openings for this Season: 20
Wage: 8.55/per hour

Dress Code: Uniform

Dress code details: Participants will receive a uniform shirt to wear for free. The participants should also bring khaki or tan knee-length shorts or pants and closed-toe shoes to work in. Participants should be neat and clean when coming to work.

Requirements and Job Description

Non-smoker: No
Swimmer: No
Ski: No
CPR Certified: No
Lifeguard Certified: No
Gender Preference:
Age requirement? Greenheart participants are at least 18 years old

Job description

As a housekeeper, participants are responsible for cleaning (washing, dusting, vacuuming, and tidying) one bedroom hotel guest rooms and property common areas. Job duties include picking up after a guest, preparing fresh linens, making beds, dusting furniture and fixtures, washing floors, vacuuming carpeted areas, emptying trash cans, cleaning windows (usually less frequently), cleaning the bathroom and toilet, keeping the guest rooms stocked with accessories, and keeping the bathrooms stocked with supplies. Laundry duties will account for about 5% of the total job duties. Participants must have strong English skills in order to communicate with hotel guests and answer their questions. Participants may also complete some yard maintenance that includes trimming trees with a hedge trimmer and planting flowers. Participants should bring old or worn clothes to work in because they will get dirty. Housekeepers will be using cleaning chemicals.

