

Work and Travel Program - Employer Information W&T-Summer

Mono Hot Springs Resort

Mono Hot Springs CA

California & Nevada

Name of position	How many positions	Wage	Hours/week	Notes
Cook	2	\$11/h	40h/week	Tipped Maybe Overtime
Office Assistant and Clerk	1	\$11/h	40h/week	Overtime
Housekeeping	2	\$11/h	40h/week	Maybe Overtime
Server	2	\$11/h	40h/week	Tipped, Overtime

Position Description

Cooks are responsible for preparing and cooking food orders per recipe guidelines. Cooks prepare batters, meat dishes and vegetables. Cooks provide back up to the line during busy hours, including restocking and maintaining workstations to assure plenty of product is always available. Cooks clean all workstations at the end of the day, sweeping and mopping of floors.

Office Assistants and Clerks are responsible for performing administrative duties, including but not limited to filing, data entry, phone reception, note taking, stocking supplies, faxing/copying, maintaining a neat work space and other office services as needed.

Job includes answering the phone for cabin reservations, therefore requires fluent English skills.

Also, good computer skills are necessary, since the job includes reservation entries and entries in quick books etc. For the right person, a bonus is guaranteed at the end of the season. Also, office person should be willing to do other work when necessary: i.e. cabin cleaning, cafe, store clerk, etc.

Servers are responsible for waiting on customers, answering questions, writing down lunch and dinner orders, serving food and drinks, refilling water, dealing with U.S. currency, and setting and clearing tables.

Housekeepers are responsible for cleaning rooms, vacuuming, changing linens and towels, making beds, cleaning bathrooms, and doing laundry. You may have to use chemical cleaning products.

Housing

Deposit: \$

Rent: \$100/week

cabin with maximum of 3 people-couples have their own cabin. Room and board is \$100 per week that includes 2 meals per day.

Cultural Opportunities

In the area

Chance to meet different people from all walks of life, close to Yosemite National Park, river swimming, hot springs, and the Sierra Nevada Mountain Range.