



WINTER WORK AND TRAVEL 2008-2009 JOB OFFER

Participant name:

Overseas Agency:

Sponsoring Agency:

Company name: Hospitality & Catering Management Services
Company address: 980 N Michigan Ave Suite 1080 Chicago, Illinois 60611 USA
Contact Person: Janece Burke, MS, LPC, CADC, NCC-Executive VP
Telephone: 1-800-913-2212 **E-mail:** Janece@hospitalitymail.net

Host Site: Casa Ole Restaurant

2312 Kaliste Saloom Lafayette, La. 70508
5620 I 49 North Service Road Opelousas, LA 70570

*You will be placed at one of the locations above based on availability during time of arrival.

Dates of Employment: Start Date: 11/20/2008-12/20/2008 **End Date:** 3/5/2009-3/20/2009.

Student must arrive no later than December 20, 2008 to job site. Student may wait up to 7 days to begin work.

If a student arrives past December 20, they are not guaranteed a job with HCMS. We may be able to offer placement at another HCMS site, and will offer a transfer. HCMS MAY pay for one way travel to new site, but not return travel. Also note, final dates of employment may extend. Check with site supervisor once working for HCMS.

Position/ Job Title: Various positions within a restaurant (Hostess, Server, Cook, Dishwasher): Position will be rotational and at the manager's discretion. Applicants will be taking orders, working in a kitchen, cleaning and serving customers.

Dress Code: Applicants need to bring black rubber-soled, non-slip shoes and black pants or purchase upon arrival. Shirts provided.

Starting wage: \$8.00 hour

Avg. hours per week: 32-40 **Overtime:** available but not guaranteed. Pays time and a half.

Frequency of pay: First paycheck may take up to 3 weeks depending time of arrival, every two weeks thereafter, distributed on Mondays.

Is employee housing available: YES

Is Sublease Required: YES Student must sign a minimum 3 month sub lease and is required to pay rent for duration. Any time after 3 months is paid in 2 week increments. If student abandons sub lease, they are still responsible for the rent and will lose their housing deposit.

Housing Deposit: \$150 refundable, less a \$50 cleaning fee. Students must pay in full upon arrival. Participant must sign Conditions of the Work and Travel program.

Cost of Housing: \$75.00 a week. 2-3 per bedroom, 2 to 6 to share bathroom. This includes a participant signed short term lease, furniture rental (bed, table, and chair) and utilities (non-excessive) no linens or kitchen utensils provided. Students must pay first month rent, \$250, in full upon arrival.

Transportation: Public transportation in most areas, walk, bicycle or if HCMS provides transportation, it will be at the rate of \$5.00/day.

Policy & Requirements: Student must read, agree, and sign the “Conditions of the Work and Travel Program” and submit prior to arrival to HCMS. Students must pay housing deposit (\$150) and first month rent (\$250) the day they arrive and have enough money for expenses prior to first paycheck, may be 1-3 weeks. If student does not have full \$400 for housing, they are responsible to stay in a hotel until full payment can be made, and cannot start working until this is done.

Area Information: For area information, visit <http://www.hellolafayette.com/>. Lafayette has a strong tourism industry, attracted by the [Cajun](#) and [Creole](#) cultures of the surrounding region. It has one of the highest restaurant counts per capita of cities in the area. Welcome to Lafayette - the heart of Cajun Country and the cultural center of Louisiana's heritage. Here you'll discover the rich history of our French, Spanish and Caribbean ancestors. Learn how these diverse cultures came together, creating art and architecture, music and dance, food and celebrations and a "Joie de Vivre" that has influenced not only the lives of everyone in our state, but has made an impact on the entire world

Arrival Procedures:

Students should arrive into New Orleans, Louisiana by plane or Greyhound bus. Next they can take a Greyhound bus to Lafayette, Louisiana. Visit www.greyhound.com for information on rates, locations and schedules. Student must send arrival details to info@hospitalitymail.net at least 7 days prior to arrival. They must arrive during the week and not after hours. If they arrive on the weekend or late at night, they are responsible to get a hotel until the next working day for pick up.

Supervisor: Edyta Koc 1-678-480-9042, edyta@hospitalitymail.net

HCMS Office: 1-800-913-2212 (info@hospitalitymail.net)

Note to Employer:

By completing and signing this form you are agreeing to hire the above international student on a temporary basis for the duration of time indicated above. The above-named student is participating in the Work and Travel Program. All information provided must be complete and accurate, providing false information is a violation of the Department of State Exchange Visitor Program regulations.

Employer Name

Signature

Date

Participant agreement to terms of employment:

I accept to the above job offer and the terms of employment. I understand that the conditions of my employment may change based on the needs of my employer and any other unavoidable circumstances.

Participant Name

Signature

Date