



WORK & TRAVEL USA

## French Lick Resort - Receiving Clerk

### HOST INFORMATION

**Company Description:**

*Nestled among the hills of the Hoosier National Forest resides a classic American destination: French Lick Resort. Home to two AAA Four-Diamond nationally historic hotels, three challenging golf courses, two rejuvenating spas, impressive meeting venues and a Vegas-style casino (rated No. 4 Best Casino outside of Las Vegas by Yahoo Travel, 2016), the resort is sure to exceed your expectations. Experience the ultimate in golf at The Pete Dye Course at French Lick, voted No. 1 course in Indiana on GolfWeek's Best You Can Play for 12 years in a row. The Donald Ross Course at French Lick has been named Indiana's No. 2 Course in GolfWeek's Best You Can Play rankings every year since 2011. Voted Best Hotel in Indiana by Travel & Leisure Magazine, French Lick Resort is family-friendly, business-competent and perfect for a planned or impromptu getaway.*

*We are a smaller community, but is a great experience for those who like the outdoors. During the summer months the temperature ranges from 26 to 37 degrees C (80 - 100 F) and summer brings both sunshine and rain. We are a large company with over 1,700 associates, but have a very family like atmosphere.*

**Host Website:** <http://www.frenchlick.com>

**Site of Activity:** French Lick Resort

**Parent Account Name:** French Lick Resort

**Host Address:** 8670 West State Road 56 French Lick , Indiana , 47432

**Nearest Major City:** Louisville KY , Kentucky , Over 50 miles away

### PLACEMENT INFORMATION

**Job Description:**

*The Receiving Clerk receives, stores and issues all items purchased by and delivered the Resort. All functions will be preformed within the safety guidelines.*

**Typical Schedule:**

*We are open 24 hours a day 7 days a week, schedule may change due to business needs.*

**Seasonal changes to job duties or available hours:** Yes

*Hours will change due to business needs*

**Drug Test required:** Yes

### COMPENSATION

**Hourly Wage:** \$15

**Eligible for Tips:** Yes

*Tips will be made at guests discretion, they should not be expected*

**Estimated weekly wages including tips:** \$440

**Bonus:** Yes

*All associates are eligible for CRT quarterly bonus program*

*\* All figures above are pre-tax*

**Estimated average number of hours per week:** 50

**Estimated minimum number of hours per week:** 40

**Estimated maximum number of hours per week:** 60

**Potential fluctuation in hours per week:**

*Hours will depend on business needs. Can work up to 72 hrs in other areas total if desired.*

**Average number of hours per week reached by last year's seasonal employees:** 60

**Overtime Policy:**

*Yes, paid after 40 hours*

**Job-Specific Benefits:**

*French Lick Resort supplies uniforms*

## JOB REQUIREMENTS

**English Level required:**



**Intermediate**

**Required to be 21+:** No

**Previous Experience required:** No

**Qualifications & Conditions**

*Lifting*

*Lifting requirement: 25lbs/11kgs*

*Description:*

*lifting beds to remove sheets*

*Standing for entire shift*

*Handling cleaning chemicals*

*Working outdoors*

**Job Training required:** Yes

*Length of job training:*

*On the job training until associate can work on their own*

*Hours per week during training period: 40*

*Different wage during training period: No*

*Start on specific day of the week: No*

*Training requirements:*

*On the job training*

**Need to wear uniform:** Yes

*Uniform Policy:*

*Black pants Grey top hairnet black shoes*

*Cost of uniform: \$0*

*Uniform laundry: Provided at no cost*

**Dress Code:** Yes

*Description:*

*must wear provided uniform while working*

## CULTURAL OPPORTUNITIES

***Types of Cultural Opportunities:***

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

***Additional Details about Cultural Offerings:***

*We have a program called Fun Day Mondays, that is provided to help our international associates a chance to experience some of the fun things to do in our community. In the past, we have done the following:*

- *Amusement parks*
- *Shopping trips*
- *Pontoon Boating on Lake Patoka*
- *Zoos*

***Local Cultural Offering:***

*There are local restaurants, movie theaters and other nature focused activities in our area.*

## 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:***

*All applicants will have the possibility of a roommate. All rooms will have a bathroom, 2 beds, dresser, TV, internet, desk, mini fridge, microwave, sheets, and towels. Designated kitchen space attached to dorms, laundry room free of use*

***Lease Agreement:*** Yes

***Onsite Amenities:***

*WiFi: Yes*

*Description:*

*Free Wifi*

*Phone Service: Yes*

*Description:*

*Landline phones in each room*

*Kitchen facilities: No*

*Description:*

*Onsite double kitchen, people who use the kitchen must clean each time after use and supply their own cooking pans/food.*

*Laundry facilities: Yes*

*Description:*

*Free of charge laundry room in dorms with 2 washers/2 dryers. Dorm tenants must provide their own washing detergent/supplies.*

**Occupancy Requirements for Provided Housing:**

*Minimum Occupancy Per Room: 1*

*Maximum Occupancy Per Room: 2*

*Suggested Occupancy Per Room: 1 - 2*

*Rooming Arrangement Description:*

*Applicants will be able to request to live with friends. There are limited co-ed options*

**Provided Housing Cost:**

*Required to Pay for Provided Housing: Yes*

*Cost per Week: \$90*

*Housing Cost Deducted from Paychecks: Yes*

*Utilities Costs: No*

*Housing Deposit: Yes*

*Cost: \$150*

*Description:*

*Will be deducted from first 1-2 paychecks*

*Housing Deposit Refundable: Yes*

*Conditions for Deposit Refund:*

*No broken property or damage to something we would have to replace*

*Details About Deposit Refund:*

*Check given to student before leaving country after a walk through/check of the room has been done by management*

**Transportation to Worksite:**

*Walking Commute Time*

*Estimated commute time: Under 15 minutes*

*Description: Down a hill 2 to 4 minute walk. Brand new side walks/lights to the dorms.*

## ARRIVAL INFORMATION

**Arrival Instructions:**

*The Resorts transportation department will pick up out of the city of Louisville. You can fly or bus to the city and the Resort will pick you up from there. We pick up Monday-Sunday 6:00am to 6:00pm. If you would like to arrive at a different time or place you will need to supply your own means of transportation to the Resort or stay in a hotel close to the airport until French Lick transportation can come down and get you the next business day.*

***Suggested Arrival Airport:***

*Louisville Airport, SDF, Over 50 miles*

***Estimated cost of transportation to worksite from suggested airports: \$100 to \$150***

***If arriving after regular hours:***

***Suggested After-Hours Accommodation:***

*Spring Hill's Suite  
820 Phillips Lane, Louisville, KY  
Louisville , Kentucky 40209  
marriott.com  
(502)361-9009  
\$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 schedule a time before your pre-hire process to go to the Social Security Office/provide transportation.*

*Nearest SSA Office: New Albany , Indiana , Less than 50 miles*

***Other:***

*Wage Payment Schedule:*

*Bi-Weekly pay, students have 2 local banks that they can utilize direct deposit/debit card options.*

*Meal Plan: Optional*

*Estimated Cost Per Day: \$7*

*Meal Plan Description:*

*Employee Cafeteria provide 2 meal periods a day, the cost is around 2-3 dollars a meal. The meal can also be payroll deducted.*

*Provide Certificates/Performance Evaluations: Yes*

*Hire in Groups: Yes*

*Maximum Group Size:*

*Grooming Requirements:*

*Any associates participating in food and beverage will have to abide by the SERV SAFE regulations (Example: if you are working in a Food & Beverage area you may not have acrylic nails or polish). An associates hair color must be a natural color, but not necessarily their natural hair color. Tattoos are allowed as long as they are not offensive. Up to 2 facial piercing not to exceed 1.5 mm with stud style jewelry. An associate can have up to 4 piercings per ear.*

*Second Job Availability: No, unlikely*

*Applicable Company Policies:*

*Cell phones should only be used during breaks. Smoking is to be conducted in our associate smoke break areas outside the room.*

## COMMUNITY AMENITIES

***Walking Distance from Worksite:***

*Food Market, Post Office, Bank, Restaurants, Fitness Center, Internet Cafe*

***Walking Distance from Housing:***

*Food Market, Post Office, Bank, Restaurants, Fitness Center, Internet Cafe*

***Unavailable:***

*Shopping Mall, Public Library*