



WORK & TRAVEL USA

## Lafayette Hotels Fireside Gilford - Housekeeper

### HOST INFORMATION

#### **Company Description:**

*The Fireside Inn & Suites Gilford is located right by Lake Winnepesaukee, our property features 59 rooms and 24 suites and indoor and outdoor pools. We are a pet friendly and non-smoking hotel! We pride ourselves on being friendly staff members who provide our guests with excellent customer service. We are looking forward to having J1 students join our team for the summer season. There's plenty to do in New Hampshire's Lakes Region and Fireside Inn & Suites is in the center of it all. It's only a short walk to Lake Winnepesaukee's Gilford Beach, Ellacoya State Park is 3 miles away and Weirs Beach is 4 miles. Summer activities include boating, fishing, hiking, touring the Lakes Region's spectacular scenery. Gunstock Recreation area is 4 miles away with summer activities like hiking, mountain biking and concerts.*

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

**Site of Activity:** Lafayette Hotels Fireside Gilford

**Parent Account Name:** Lafayette Hotels

**Host Address:** 17 Harris Shore Rd Gilford , New Hampshire , 03249

**Nearest Major City:** Laconia , New Hampshire , Less than 10 miles away

### PLACEMENT INFORMATION

#### **Job Description:**

*Housekeepers perform a combination of duties to maintain guest rooms and/or public hallway areas in a clean and orderly manner. Guest rooms may include: bedrooms, toilet/shower area, living area, and fireplace. Job duties may include:*

- Removing and collecting linens for laundering and transporting them to designated areas.*
- Checking guest rooms for needed repairs and/or items to be replaced.*
- Cleaning rugs, carpets, and upholstered furniture using a vacuum cleaner or carpet cleaner.*
- Dusting furniture and equipment.*
- Emptying wastebaskets and cleaning them inside and out.*
- Cleaning tiled floors with the use of brooms and mops.*
- Using chemical-based products to clean tubs, sinks, countertops, mirrors, toilets, door panels, shower curtains, and other property fixtures such as exterior lighting railings, and pool area.*
- Replenishing trash bags, soaps, bathroom items, and other supplies.*
- Transporting all trash and waste to disposal areas, as instructed.*
- Removing items from refrigerator and microwave.*
- Cleaning refrigerator, microwave, and any additional appliances inside and out.*
- Loading and unloading dishes from dishwasher, drying dishes, and putting them away in the proper places.*
- Demonstrate a high level of customer service. Respond to and take appropriate action to resolve concerns and complaints of guests.*
- Keep supervisor/manager informed of situations relating to facility operation, patron complaints or concerns, accidents, emergency situations, damages, and potential safety hazards.*
- Attend departmental and team meetings as well as participate in all additional training courses.*
- Perform all duties in a safe manner.*

-Employees may be asked to move to different locations or job assignments within the property, as needed. Other duties may be assigned.

**Typical Schedule:**

Monday-Sunday 9am-4pm

**Drug Test required:** No

## COMPENSATION

**Hourly Wage:** \$15

**Eligible for Tips:** Yes

*Tips are not guaranteed and are up to the discretion of the guest.*

**Estimated weekly wages including tips:** \$600

**Bonus:** No

*\* All figures above are pre-tax*

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

**Estimated minimum number of hours per week:** 35

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

**Potential fluctuation in hours per week:**

*More hours in July, August, and September.*

**Average number of hours per week reached by last year's seasonal employees:** 40

**Overtime Policy:**

*Yes, paid after 40 hours*

**Job-Specific Benefits:**

*Breakfast, no Charge*

## JOB REQUIREMENTS

**English Level required:**



**Upper-Intermediate**

**Required to be 21+:** No

**Previous Experience required:** No

**Qualifications & Conditions**

*Lifting*

*Lifting requirement: 50lbs/22kgs*

**Description:**

*Housekeepers will be required to walk or stand for long periods of time, push or pull a linen cart (up to 100 lbs), lift up to 40lbs on a repeated basis.*

*Standing for entire shift*

Handling cleaning chemicals  
Working outdoors  
Working under direct sunlight  
Other qualifications or conditions

**Description:**

-All housekeepers will perform physical activities that require moving one's whole body, such as lifting, balancing, climbing, and stooping or bending at the knee to clean. -All housekeepers will be required to use chemical-based cleaners. - Housekeepers are required to work in small spaces such as shower and toilet areas. -Employees must be able to work continuously in an indoor environment. -Employees may, on occasion, be exposed to outdoor elements such as rain, cold temperatures, or high heat and humidity. -Employees may be moved to other work areas as needed.

**Job Training required:** Yes

**Length of job training:**

1 week

Hours per week during training period: 35

Different wage during training period: No

Start on specific day of the week: No

**Training requirements:**

On site

**Need to wear uniform:** No

**Dress Code:** Yes

**Description:**

Always arrive to work looking clean and presentable. Please no extreme hair styles or facial piercings. Comfortable closed toed non-slip shoes.

## CULTURAL OPPORTUNITIES

**Types of Cultural Opportunities:**

Company Parties, Shopping Trips, Trips to Major City, Trips to Nearby/Major Attractions, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Beach, Free Bikes

**Additional Details about Cultural Offerings:**

We have an on-site pizza party every week for free!

**Local Cultural Offering:**

There is a town beach, and fireworks on the 4th of July!

## HOUSING AND TRANSPORTATION

**Housing Provided:** Conditional. Housing is provided based on arrival dates or other factors.

**Employer-owned or employer-arranged housing description:**

Students will stay on-site in one of the suites which has two bedrooms fitted with bunk beds. There is a bathroom, deck and common space with a fridge, microwave, TV and WiFi included. You will have access to free continental breakfast and may use the pool and gym during select times.

**Lease Agreement:** No

**Onsite Amenities:**

WiFi: Yes

Description:

Phone Service: Yes

Description:

Kitchen facilities: Yes

Description:

Laundry facilities: Yes

Description:

**Occupancy Requirements for Provided Housing:**

Minimum Occupancy Per Room: 2

Maximum Occupancy Per Room: 4

Suggested Occupancy Per Room: 2 - 4

Rooming Arrangement Description:

Rooms are provided according to gender.

**Provided Housing Cost:**

Required to Pay for Provided Housing: Yes

Cost per Week: \$125

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$150

Description:

Due upon arrival or deducted from your first paycheck.

Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

Housing deposit is refundable if left clean, in good condition and you stay until your agreed upon job end date.

Details About Deposit Refund:

Upon departure or through your final paycheck.

**Transportation to Worksite:**

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: On-Site

**Arrival Instructions:**

We suggest that you fly into Boston Logan Airport (BOS) and take the Concord Coach Lines bus to Meredith, NH. From here the employer will arrange to pick you up. For bus information please visit: <https://concordcoachlines.com/>

Please communicate your travel details with your employer at least two weeks prior to your job start date.

**Suggested Arrival Airport:**

Boston Logan Airport, BOS, Over 50 miles

Manchester NH, MHT, 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:**

Hilton Boston Logan Airport  
1 Hotel Dr  
Boston , Massachusetts 02128  
\$150 to \$200

## 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 take J1 Student to Concord NH Social Security Office with-in a week of starting.

Nearest SSA Office: Concord , New Hampshire , Less than 25 miles

**Other:**

Wage Payment Schedule:

By-Weekly by check. (Every two weeks) Student need to pay rent every Friday, cost is \$125.00 per week , Inc. Breakfast

Meal Plan: Optional

Estimated Cost Per Day: \$0

Meal Plan Description:

Free Breakfast each morning 7am-8:30am

Provide Certificates/Performance Evaluations: No

Hire in Groups: No

Grooming Requirements:

We provide uniform shirt and name tag, only. Need to have Black, or Tan pants, closed in sneaker. No Shorts, No Jeans.

Second Job Availability: Yes, likely

*Applicable Company Policies:*

*No smoking, No Alcohol. No guests in your unit.*

*Work hours are 9am-4pm some days may be unit 5pm Subject to change*

*Weekly rental is \$125.00 per week, paid on each Friday.*

## COMMUNITY AMENITIES

***Walking Distance from Worksite:***

*Restaurants, Fitness Center*

***Walking Distance from Housing:***

*Restaurants, Fitness Center*

***In Town, Requires Transportation:***

*Food Market, Shopping Mall, Post Office, Bank, Internet Cafe, Public Library*