



## The Reeds at Shelter Haven - Counter Person

### HOST INFORMATION

#### **Company Description:**

*The Reeds at Shelter Haven is a contemporary luxury boutique hotel located in Stone Harbor, New Jersey. Stone Harbor is a beautiful shore resort town just minutes from Wildwood, NJ, where hundreds of J-1 students live and work, making it a popular Work and Travel destination. Stone Harbor is also nearby to other great New Jersey shore towns.*

*Stone Harbor holds events and festivals throughout the summer, such as Centennial Reenactment, an arts and crafts show, Food and Wine Festival, Memorial Day Parade and a Concert Series. There are lots of fun things to do in Stone Harbor! Please visit Stone Harbor Chamber of Commerce's website for additional information about this great town.*

*The New Jersey shore area is close to three major cities and are easily accessible via public transportation. A two hour commute to Philadelphia, Pennsylvania, also known as the City of Brotherly Love, has many U.S. historical landmarks and a variety of museums. Travel to New York City is approximately 2.5 hours and is the home of the Statue of Liberty and Ellis Island. New York is also a great place to catch a Broadway show. Washington DC, the United States' capital, is approximately 3.5 hours away. While visiting Washington DC, you will want to visit the White House and the Washington Monument.*

**Host Website:** <https://www.reedsatshelterhaven.com/>

**Site of Activity:** The Reeds at Shelter Haven

**Parent Account Name:** The Reeds at Shelter Haven

**Host Address:** 9601 Third Avenue Stone Harbor , New Jersey , 08247

**Nearest Major City:** Philadelphia , Pennsylvania , Over 50 miles away

### PLACEMENT INFORMATION

#### **Job Description:**

*We are looking for a Counter Person for our Stone Harbor Pizza Pub. The Counter Person is responsible for handling face-to-face contact with the guests. They are directly responsible for processing to go orders. They are ultimately responsible for the service and cleaning of the counter. Nights, weekends, and holiday hours are required.*

*Duties/Responsibilities:*

- Provides prompt, courteous customer service.
- Comply with all applicable laws and regulations that pertain to safe food handling.
- Offer friendly and warm greetings to all guests.
- Promptly take to go orders from guests.
- Correctly enter the guests' orders into the selected point of sale system.
- Maintains ethical integrity, and honesty while handling money, checks, and other types of payment received for products sold.
- Maintains knowledge of all products offerings.
- Perform daily and weekly cleaning assignments and maintain the work area in a clean and orderly fashion.
- Must be flexible and willing to work a varied schedule.
- Nights, weekends, and holiday shifts are required.
- Other duties as assigned.

**Typical Schedule:**

*Schedules are based on business need. Average of 32 hours for the season.*

**Drug Test required:** No

## COMPENSATION

**Hourly Wage:** \$15.92

**Eligible for Tips:** Yes

*It is all according to the customer if they wish to leave a tip for take out food orders.*

**Estimated weekly wages including tips:** \$500

**Bonus:** No

*\* All figures above are pre-tax*

**Estimated average number of hours per week:** 32

**Estimated minimum number of hours per week:** 32

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

**Potential fluctuation in hours per week:**

*Occupancy/business need/weather conditions.*

**Average number of hours per week reached by last year's seasonal employees:** 32

**Overtime Policy:**

*Yes, paid after 40 hours*

## JOB REQUIREMENTS

**English Level required:**



**Advanced**

**Required to be 21+:** No

**Previous Experience required:** No

**Qualifications & Conditions**

*Lifting*

*Lifting requirement: 25lbs/11kgs*

*Description:*

*Packaging take out orders*

*Standing for entire shift*

**Job Training required:** Yes

*Length of job training:*

*16 hours*

*Hours per week during training period: 32*

*Different wage during training period: No*

*Start on specific day of the week: No*

*Training requirements:*

**Need to wear uniform:** Yes

*Uniform Policy:*

*Uniform information will be provided prior to the students arrival in the US*

*Cost of uniform: \$25*

*Uniform laundry: Participant responsibility*

**Dress Code:** Yes

*Description:*

*Uniform information will be provided prior to the students arrival in the US*

## CULTURAL OPPORTUNITIES

### **Types of Cultural Opportunities:**

*Will provide information about Events, Local Resources, Attractions/Sites, Local Community*

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

*Stone Harbor is a beautiful place to visit in the summertime. We have lots of shops, restaurants and local events to visit. Visiting neighboring shore points, Cape May, Sea Isle, Ocean City, and Atlantic City are quick day trips and easily accessible via Uber or Lyft.*

### **Local Cultural Offering:**

*In Stone Harbor, you can volunteer at the Wetlands Institute and help save ocean birds and animals. Cold Spring Village is near Cape May, where you can see how Americans lived in the 1700's. See [stoneharbornj.org](http://stoneharbornj.org) for information on upcoming summer events!*

## HOUSING AND TRANSPORTATION

**Housing Provided:** No

### **Community Housing Options:**

*Available: Yes*

*Description:*

*Students working in Stone Harbor generally find affordable housing in North Wildwood/Wildwood/Wildwood Crest areas. The Reeds has nothing to do with rentals and can not quote accurate pricing per week as this is up to the owner of the property. Two inexpensive hotels where you can stay while looking for housing: Royal Canadian (3300 Atlantic Ave, Wildwood, NJ) or Arlington Hotel (25 E. Magnolia (between Ocean and Atlantic, Wildwood, NJ) To start your housing search, visit the websites and contacts below: Alfonso - 7202 Seaview Avenue, Wildwood Crest (908)334-7137 [jcazzuri@gmail.com](mailto:jcazzuri@gmail.com) [www.shoppenews.com](http://www.shoppenews.com) Facebook [www.capemayherald.com](http://www.capemayherald.com) 121 E. Maple (contact Cristian Banu at [cristibanu2000@yahoo.com](mailto:cristibanu2000@yahoo.com)) Lisa's Place: [summerrentals@aol.com](mailto:summerrentals@aol.com) Callie Glass: [glasscalli@yahoo.com](mailto:glasscalli@yahoo.com) Lisa Antelman The Boutique Crest, LLC. 973-907-0025 Cell/Direct [lisaantelman@msn.com](mailto:lisaantelman@msn.com)*

*Minimum Average Cost Per Week: \$150*

*Maximum Average Cost Per Week: \$250*

**Transportation for Community Housing Description:**

*Local bus service through New Jersey Transit from Wildwood to Stone Harbor.*

*Uber for groups coming from your area.*

*Some students buy inexpensive bicycles and ride the bike to Stone Harbor.*

## ARRIVAL INFORMATION

**Arrival Instructions:**

**DIRECTIONS TO WILDWOOD, NEW JERSEY**

*Directions from New York JFK International Airport to Wildwood, New Jersey go to <https://www.rome2rio.com/map/New-York-JFK-Airport-JFK/Wildwood>.*

*Directions from Philadelphia International Airport to Wildwood, New Jersey go to <https://www.rome2rio.com/map/Philadelphia-Airport-PHL/Wildwood>.*

*Directions from Atlantic City International Airport to Wildwood, New Jersey go to <https://www.rome2rio.com/map/Atlantic-City-International-Airport-Egg-Harbor-Township-NJ-USA/Wildwood>.*

**WHEN TO ARRIVE**

*You may want to arrive one or two days prior to your start date to get settled in your housing, open a U.S. bank account with US Bank or PNC Bank, and apply for your Social Security number. You are expected to attend employee orientation during your first week of work.*

**Suggested Arrival Airport:**

*JFK International Airport, JFK, Over 50 miles*

*Philadelphia International Airport, ACY, Over 50 miles*

*Atlantic City International Airport, ACY, Less than 50 miles*

**Estimated cost of transportation to worksite from suggested airports: \$50 to \$75**

**If arriving after regular hours:**

**Suggested After-Hours Accommodation:**

*AAE Hostel JFK  
139-09 89th Ave  
Jamaica , New York 11435  
[www.hostelworld.com](http://www.hostelworld.com)  
\$100 to \$150*

## 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:*

*Prior to arrival you will want to complete the Social Security application by going to <https://www.ssa.gov/forms/ss-5.pdf>. If you have a Social Security number and misplaced your card, you will want to visit <https://www.ssa.gov/myaccount/replacement-card.html> to request a replacement card.*

*Nearest SSA Office: Rio Grande , New Jersey , Less than 10 miles*

**Other:**

*Wage Payment Schedule:*

*Students will be paid every two weeks by check.*

*Meal Plan: Not available*

*Provide Certificates/Performance Evaluations: No*

*Hire in Groups: Yes*

*Maximum Group Size:*

*Grooming Requirements:*

*The Reeds maintains a high level of service provided to guests, therefore there is a high standard for personal appearance and grooming standards. Students are expected to bathe daily, clean teeth, wear deodorant, uniform must be washed, pressed and clean at all times. All visible tattoos and piercings must be hidden. No unusual hair color. Fingernails should not be too long and no bold color polish.*

*Second Job Availability: Yes, likely*

*Applicable Company Policies:*

*All students are required to attend employee orientation. During orientation Human Resources will review company policies.*

*During your onboarding you will receive a copy of The Reeds employee handbook. All Reeds policies are applicable to all employees employed at any Bridge Hospitality managed properties.*

*The Reeds reserves the right to adjust work schedules at anytime to meet business needs.*

*All students are required to work at least two weeks before working any second jobs remembering that this is their primary job and 2nd jobs must be scheduled around their Reeds schedule.*

**Outside Employment Policy**

*The Reeds takes priority over any second job.*

*In accepting a position with The Reeds, we expect that you maintain a certain loyalty - loyalty to The Reeds and to your fellow employees. If you must take outside employment in a business unrelated to our work, such work must not interfere with the demands and performance of your current position at The Reeds. Please discuss any outside employment opportunities with your supervisor or the Human Resources Department to ensure that the opportunity does not present a conflict of interest.*

## COMMUNITY AMENITIES

**Walking Distance from Worksite:**

*Food Market, Post Office, Bank, Restaurants, Internet Cafe, Public Library*

**Walking Distance from Housing:**

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

**In Town, Requires Transportation:**

