



CHI WORK AND TRAVEL

255 West End Avenue
San Rafael, CA 94901 USA

1-800-432-4643 x2
1-415-459-5397 x2

chiwt@chinet.org

wt.chinet.org

Job Description

EMPLOYER INFORMATION

Employer Name: Earl Enterprises
Type of Business: Restaurant
Job location: 4700 MILLENIA BLVD STE 400
Location type: Metropolitan area
City: ORLANDO
State: FL
Zip: 32839
Website: <http://www.earlofsandwichusa.com>

Why choose us?

Disneyland and California Adventure is a highly desired, domestic and international destination, focused on tourism with heightened numbers of international guests and Christmas or winter family vacations.

Cultural exchange activities

Free access to both parks. Hires employees from all over the world.

Position

Job title: Busser, host, line cook, prep cook
Job prerequisites:
Job description: The student may work as a busser, host, line cook or prep cook. The position is determined after arrival. Please see detailed attachment for each job responsibility.
English level required: Advanced
Hourly wage (before taxes): 10.00
Wage comments:
Meals: No
Meals details:
Position ID: 2092

Position Information

Tips: no
Bonus: No
Bonus comments:
Estimated hours per day: 6-7
Number of days per week: 5
Overtime: Slight
Overtime details:
Earliest start date: 5/5/2018
Latest start date: 6/20/2018
Earliest end date: 9/5/2018
Latest end date: 10/1/2018

Is the employer willing to hire couples? No



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Is the employer willing to hire group of friends? No

Are meals included? No

Is a drug test required? No

Drug test comments:

Is Skype interview required? No

Do students complete an additional application upon arrival? No

Possibility to find a second job in the area Yes

Second jobs require you to contact CHI at chiwt@chinet.org or 1-800-432-4643 to receive the required form. The new potential employer will need to complete it. Both you and the employer will need to sign and return it to CHI for approval. You can work with a new secondary employer ONLY AFTER you have received written authorization from CHI.

Additional comments regarding second job: Can not conflict with primary job.

When will work begin? As soon as students have done new hire paperwork and orientation.

Arrival Instructions:

Is training required? Yes

Conditions of training: On the job training and will be paid.

Is there possibility to change positions? No

Uniform required? Yes

Does employer provide uniform? Yes

Cost of uniform: 50.00

Is uniform refundable? No

Uniform provided details: You will need black slacks and comfortable black shoes. Guys cannot have disconnected facial hair per corporate grooming standards.

Do students need to purchase specific clothes or footwear? Yes

If so, details for clothing:

Grooming:

Important points of job:

Additional position information:



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Job Description

Housing Information

Housing name: Earl Enterprises

Housing address: 1951 International Dr.

City: Orlando

Phone: (407) 641-3477

Fax:

Contact: Stephanie Castagneto

Email: chistephaniec@chinet.org

Website:

Housing assisted by: CHI

Is student required to sign a separate housing contract? Yes

If so, contract details: Housing agreement will be based on which housing option the student will pick and each housing option will have their own contract details.

Type of housing: Apartment

Number of people to a room: 1

Bedrooms: 3

Bath: 2

Cost Type: Month

Cost Amount: \$666.35

Cost Details

Is housing cost deducted from paycheck? No

Is housing deposit required? Yes

Deposit amount: TBD

Housing deposit due date: Arrival

Instructions for deposit payment: TBD

Is housing deposit refundable? Yes

Conditions for deposit refund: TBD

Utilities included: Yes

If so, utilities details: Electric, internet, phone and TV is included in cost.

Utilities estimated cost per month:

Is the housing mandatory? No

Can students find alternative housing during their stay? No

Method of transportation from housing to work site: Public

Transportation details: Lynx buses. www.golynx.com

Additional housing features:

Comments: Basic furniture



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Job Description

Location Area Information

Location type: Metropolitan area

Location of work site best described as: Metropolitan

Location details: Orlando is full of life; home to Universal Orlando, Wet-N-Wild, Sea World & Walt Disney World. Lots of theme parks, attractions, night life and festivals. Close to beaches.

Average daily temperature: 70F

Community or regional website: www.orlando.com

Nearest cities: Tampa

Distance to nearest cities: 84 miles

What to wear: Summer attire, shorts, jeans, t-shirts, sandals

Available public transportation: Yes

Public transportation access: Yes

Accessible amenities (by walking or public transportation)

Food market: Yes

Shopping mall: Yes

Post office: Yes

Movie theater: Yes

Restaurants: Yes

Fitness center: Yes

Laundry: Yes

Internet café: Yes

Public library: Yes



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Suggested Travel Information

Nearest international airport: Orlando

Nearest airport: Orlando

Transportation from airport to employer
and / or housing: Bus, Taxi, Uber

Nearest bus station (to the airport): Lynx

Bus information (web site): www.golynx.com

Nearest train information (to the airport): Amtrak

Train information (web site): www.amtrak.com

If participant arrives after hours suggested,
overnight
accommodation: Local Hotel

Cost per night: Varies

Transportation to overnight accommodation: Taxi or Uber

Transportations cost: Varies

Travel Instructions:

Social Security Information

Does the company require students to have
Social Security number before arriving to
the work place? No

Does the company provide Social Security
application assistance? No

If so, details:

Where is the closest Social Security office?

How far is the Social Security office from the
work place?

Specific instructions:



OPENING DOORS TO THE WORLD SINCE 1980!

• **CULTURAL HOMESTAY INTERNATIONAL** •

— A Non-Profit Educational Exchange Program —

Greetings!

Welcome to the U.S. Department Work & Travel Cultural Exchange Program! My name is Stephanie Castagneto. I'm available to assist you with any questions you may have, while participating in the program. My goal is for us to maintain good communication before, during and after your program. So please check your email frequently! First, I would like to tell you a few things about myself...I live in a house in Orlando and I have two dogs. I started working with CHI in 2013, and I'm very happy to be part of the CHI team! Here are a few things to help you get started and be successful in your work and travel program:

1. As soon as you purchase your plane tickets, log onto www.sevis.org. You will login using your last name and DS number found on your DS-2019 form. Please enter all of your flight information and be sure to include how you are getting to your employer/housing location. You must notify your employer at least 2 weeks in advance of your arrival.
2. When you travel, please keep the following important documents with you at all times! Passport, J-1 Visa, DS-2019, Job Offer, Student Handbook, Arrival Instruction Letter and Sponsorship letter from CHI. Do NOT carry large amounts of cash! You need to have access to at least \$1,000 when you arrive. It's recommended that you use traveler's checks, bank/credit card and SOME cash.
3. After you arrive in the U.S., please log in to Sevis again to show proof of your arrival. The U.S. State Department requires you to do this within 3 days of entering the U.S. You will need to input your 1-94 number and housing address. If you change housing locations at any time, this must be updated in Sevis. The U.S. Government must know where you live at all times.
4. Please remember to use your home address in your home country when filling out paperwork with your new employer. This is very important and ensures that your employer can forward any employment related documents to you after you return home.
5. You must be validated in Sevis and be in the U.S. for at least 10 business days before you can apply for your social security card. You can check to see if you validated by going back into the Sevis system, 3 days after you validate yourself. An "S" in the status field verifies your validation. If you need assistance with this process, please contact CHI at 1-800-432-4643 or chiwt@chinet.org.
6. You are required to complete an online questionnaire each month of your program. An email will be sent to you monthly, requesting you to log into Sevis to complete it. Your program will be at risk if you do not complete the monthly questionnaire!
7. Second jobs - you are not allowed to work or start training at a 2nd job without CHI permission!

8. We encourage you to bring a small gift to your employer. Examples - key chain, picture postcard, magnet, etc. This is a nice gesture and will certainly bring a smile to their face!

I would like to wish you a wonderful cultural exchange program! I know it will be an unforgettable memory that you will cherish for years to come. Please be sure to take pictures and keep a journal. We are very excited about your arrival to the U.S. and I look forward to working with you, to make this a truly, life changing and meaningful experience!

Stephanie Castagneto
chistephaniec@chinet.org
407- 373 - 3661

Busser: Facilitate food service. Clean tables, carry dirty dishes, set tables, silverware, glassware, and dishes. The Busser creates a welcoming environment for our guests by ensuring the dining room is clean, free from trash and debris, and tables are set up properly. This person works within a team to clear and reset tables quickly between seatings. Additionally, the Busser refills bread and beverages for guests, shows guests to their tables, and performs light housekeeping duties such as sweeping floors, stocking glassware and ice, and ensuring restrooms are clean, stocked and orderly.

Host: Welcome restaurant guests. Seat guests at tables and help ensure quality of facilities and service. The Host greets all guests with genuine enthusiasm and warmth upon arrival, informs guests of their wait time, shows guests to their table and bids guests farewell as they leave. Additionally, the Host cares for our guests by refilling beverages and performs light housekeeping duties such as cleaning glass and menus, and ensuring restrooms are clean, stocked and orderly.

Line Cook: Responsible for the overall smooth operation of the line. Acts as spokesperson on the line, handles different situations as they arise and meets with sous chefs and or executive chef on a daily basis. Set up and stocking stations with all necessary supplies Prepare food for service (e.g. chopping vegetables, butchering meat, or preparing sauces) Cook menu items in cooperation with the rest of the kitchen staff. Comply with health and safety guidelines. Clean up station and take care of leftover food. Stock inventory appropriately - help maintain cleanliness. Ensure that food comes out simultaneously, in high quality and in a timely fashion.

Prep Cook: Responsible for ensuring the quality and timelines of prep production. Also responsible to prep for chefs and to be fully knowledgeable of company specifications. Reads recipes and/or product directions. Estimates food requirements. Operates a variety of kitchen utensils to weigh, measure, mix, wash, peel, stir, strain, seasons and knead foodstuffs for cooking, serving and storing. Assists in the preparation of hot and/or cold foods, and properly stores food, utilizing knowledge of temperature requirements and spoilage. Inspects workstations for compliance with service standards. Keeps records and requisition for supplies.