



## 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:** Cafua Management Company, LLC - Saco, OOB  
**DBA:** Dunkin Donuts  
**Type of Business:** Food & Beverage  
**Job location:** 14 OCEAN PARK RD  
**Location type:** Beach town  
**City:** OLD ORCHD BCH  
**State:** ME  
**Zip:** 04064  
**Website:** [www.cafuamanagement.com](http://www.cafuamanagement.com)

#### Why choose us?

Fast pace shop. Clean, grease-free environment. Fun atmosphere. Busy donuts shop. Close to the beach and attractions. There is 3 locations in Old Orchard Beach and Saco.

#### Cultural exchange activities

Old Orchard Beach is a fun town in the summer months. There are an amusement park, boardwalk, close to Portland, ME and about 2 hours from Boston. A lot of summer events. There are 9 miles of sand beach.

#### Position

**Job title:** Team Member-Ocean Park Donuts, OOB, ME-May Arrival  
**Job prerequisites:** Advanced English. Friendly and positive attitude.  
**Job description:** An entry-level job, the position of Dunkin' Donuts Team Member assumes several job duties. The primary responsibilities include operating cash registers, greeting customers, taking food and drink orders, and completing transactions. Dunkin' Donuts team members also regularly clean work stations, brew and grind coffee, restock cups and food items, assist bakers and help clean.  
**English level required:** Advanced  
**Hourly wage (before taxes):** 12.15  
**Wage comments:**  
**Position ID:** 14232

#### Position Information

**Tips:** Possibly  
**Bonus:** No  
**Bonus comments:**  
**Estimated hours per day:** 6-8  
**Number of days per week:** 5  
**Overtime:** Slight  
**Overtime details:**  
**Earliest start date:** 5/1/2021  
**Latest start date:** 6/1/2021  
**Earliest end date:** 8/25/2021  
**Latest end date:** 10/1/2021



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### Job Description

Is the employer willing to hire couples? Yes

Is the employer willing to hire group of friends? Yes

Meals? No

Meals details: Donuts are 50% off.

Is a drug test required? No

Drug test comments:

Is employer interview required? No

Employer interview details:

Do students complete an additional application upon arrival? Yes

Possibility to find a second job in the area Yes

Second jobs require you to contact CHI at [chiwt@chinet.org](mailto: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: Second job should work around the contract job.

When will work begin? As soon as you fill out your paperwork with your manager.

Arrival Instructions: Please contact your manager before your arrival and let them know the exact time and date. After you arrive, please schedule a time with your manager to do your paperwork. Arrive mid-week with proper notice. Please contact your housing person as well as soon as you have your arrival info.

Is training required? Yes

Conditions of training: Paid hourly training.

Is there possibility to change positions? No

Uniform required? Yes

Does employer provide uniform? Yes

Cost of uniform: Varies.

Is uniform refundable? No

Uniform provided details: The employer will provide company hat, apron, and name badge.

Do students need to purchase specific clothes or footwear? Yes

If so, details for clothing: Students should have non-slip shoes. You will also need to bring blue jeans and a white polo style shirt with a short sleeved shirt. Shirts must be white solid white, have a collar, turtleneck or mock neck can be button up or pullover, cannot be open more than 3 inches below the base of the neckline. Cannot be see-through.

Grooming: No visible tattoos or facial piercings including no tongue piercing. Must have a clean and neat appearance. Long hair MUST be secured back while working.

Important points of job: Must have fluent English, this is a very fast paced store and they must be able to understand and communicate.

Additional position information: Fun fast paced customer service type position. Great atmosphere, FUN place to work.



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### Job Description

#### Housing Information

**Housing name:** Dunkin Donuts Housing

**Housing address:** 14 Ocean Park Rd

**City:** OLD ORCHD BCH

**Phone:**

**Fax:**

**Contact:** Tijana Lawson

**Email:** chitijana@chinet.org

**Website:**

**Housing assisted by:** CHI

**Is student required to sign a separate housing contract?** Yes

**If so, contract details:** Students will sign contract upon arrival.

**Type of housing:** House

**Number of people to a room:** 2-5

**Bedrooms:** 2-4

**Bath:** 1-2

**Cost Type:** Week

**Cost Amount:** \$125.00

**Cost Details** Housing is \$120-\$140 per week. Exact housing details will be shared 4-8 weeks prior to arrival.

**Is housing cost deducted from paycheck?** No

**Is housing deposit required?** Yes

**Deposit amount:** \$200.00

**Housing deposit due date:** \$200-\$400

**Instructions for deposit payment:** Deposit due upon arrival. Exact housing details will be shared 4-8 weeks prior to arrival.

**Is housing deposit refundable?** Yes

**Conditions for deposit refund:** If there is no damage done to the property, the housing rules have been respected and you stay until end of your working contract your deposit will be refunded.

**Utilities included:** Yes

**If so, utilities details:** All utilities are included.

**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:** Walking

**Transportation details:** Transportation details will be shared 4-8 weeks prior to arrival. Housing will be in 5 miles radius from the work site.

**Additional housing features:**

**Comments:** This is an example of the housing. Exact housing information will be sent 4-8 weeks prior to your arrival in the USA.



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### Job Description

#### Location Area Information

**Location type:** Beach town

**Location of work site best described as:** Beach Town

**Location details:** Seaside community boasts a diverse and large population of up to 75,000 in the summer as it hosts vacationers from all over the United States but primarily from New England and the mid-Atlantic states, Canada and Europe looking to enjoy our miles-long stretch of fine beach, clean ocean water and all the attractions that both Old Orchard Beach and the surrounding City of Portland have to offer.

**Average daily temperature:** 50-85F

**Community or regional website:** [www.visitmaine.com](http://www.visitmaine.com)

**Nearest cities:** [www.visitmaine.com](http://www.visitmaine.com)

**Distance to nearest cities:** Boston, 2 hrs

**What to wear:** Variety of clothes suggested; warm coat, raincoat, jacket, pants, boots, hat, gloves, shorts, tshirts, swim suits and shirts. Temperatures vary.

**Available public transportation:** Bus , Uber, Taxi, Trolley

**Public transportation access:** <https://www.shuttlebuszoom.com/>

#### 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

#### Suggested Travel Information

**Nearest international airport:** Boston Logan Airport

**Nearest airport:** Portland Jetport (PWM)

**Transportation from airport to employer and / or housing:** Subway, taxi

**Nearest bus station (to the airport):** At Boston airport

**Bus information (web site):** [www.concordcoachlines.com](http://www.concordcoachlines.com)

**Nearest train information (to the airport):** North Station, Boston

**Train information (web site):** [www.amtrak.com](http://www.amtrak.com)

**If participant arrives after hours suggested, overnight accomodation:** [www.hihostels.com](http://www.hihostels.com)

**accomodation:**

**Cost per night:** \$50 +

**Transportation to overnight accomodation:** Subway, taxi

**Transportations cost:** Varies

**Travel Instructions:**



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### Job Description

#### 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: Social security office in Saco, Maine  
Address: 110 Main St #1450, Saco, ME 04072  
Phone: (877) 253-4715

Monday 9AM–4PM  
Tuesday 9AM–4PM  
Wednesday 9AM–12PM  
Thursday 9AM–4PM  
Friday 9AM–4PM  
Saturday Closed  
Sunday Closed

Where is the closest Social Security office? Saco, Maine

How far is the Social Security office from the work place? 20 minutes bus

Specific instructions: Students could take bus to social security office in Saco.



OPENING DOORS TO THE WORLD SINCE 1980!  
**CULTURAL HOMESTAY INTERNATIONAL**  
A Non-Profit Educational Exchange Program

# *Welcome Letter*

Dear Participant,

We are so happy that you will be visiting our country. Work & Travel can be difficult, especially in the beginning; however, we believe you will find your experience rewarding and memorable. CHI is here to help!

I am your Program Coordinator from Cultural Homestay International. I will be happy to answer any questions you might have and will be available throughout your stay to assist with any problems that may occur. Please remember to check your email daily for important communications.

Have the best summer of your life!

Warm Wishes,

Tijana Lawson  
New England Program Coordinator  
Email: [chitijana@chinet.org](mailto:chitijana@chinet.org)  
Phone: +1 207 632 4376  
FB Name: Chi Tijana  
Skype: Chi Tijana

**Join Our Facebook Group**

[https://www.facebook.com/groups/NewEnglandandAlaskaCHI  
ISummer/](https://www.facebook.com/groups/NewEnglandandAlaskaCHISummer/)

### ***Employer Contact Information***

Rebecca Manikian

Phone: (207) 391-4544

E mail : RManikian@cafuamanagement.com

### ***Work Site Location***

14 Ocean Park Rd, Old Orchard Beach, ME 04064

Website: [www.dunkindonuts.com](http://www.dunkindonuts.com)

### ***Social Security Location***

SOCIAL SECURITY SUITE 1450, 110 Main St., SACO, ME 04072 1(603)433-0716.

Social Security Office Hours: MON: 09:00 AM - 03:00 PM; TUES: 09:00 AM - 03:00 PM;

WED: 09:00 AM - 12:00 PM; THUR: 09:00 AM - 03:00 PM; FRI: 09:00 AM - 03:00 PM SAT &

SUN & Federal Holidays: CLOSED

### ***Directions from the Airport to your housing***

#### **Portland International Jetport (PWM)**

After arriving at Portland Jetport, you could take a taxi to your housing(\$50-\$70). Please make sure you confirm your arrival information with your housing person, so they could assist you to check in your housing and they even might be able to pick you up from the airport.

#### **Boston Logan Airport Arrival: (THIS IS THE RECOMMENDED ROUTE)**

From the airport terminal, take FREE SHUTTLE to the BLUE LINE "Airport" Subway Station. Take the BLUE LINE in the direction of "Bowdoin" to GOVERNMENT CENTER. Get off and transfer to the GREEN LINE toward "Lechmere." Ride for TWO STOPS and get off at NORTH STATION. This ride will cost you \$2.00. Or you may take a taxi from Boston Logan Airport to North Station.\*This will cost you at least \$25US.

AT NORTH STATION buy a ticket on AMTRAK's Downeaster train to Old Orchard Beach, ME. Check [www.amtrak.com](http://www.amtrak.com) for a schedule and fares. There are 5 trains every day, you can see the schedule on the website (make sure you enter Boston North Station and Old Orchard Beach, ME) and the cost is \$24.

Please make sure your housing person know when exactly will arrive at Old Orchard Beach. Most of the housing person can meet you at the Old Orchard beach train station and bring you to your housing.

Also, you have bus Concord Coach Lines that go directly from Boston Logan Airport from Terminal E to Portland bus station, you can ask for more information on the information desk on the airport when you arrive or check the schedule [www.concordcoachlines.com](http://www.concordcoachlines.com). Cost of the ticket is 29\$. It takes around 2 hours from Boston to Portland and you can take a taxi after that to Old Orchard Beach! A taxi will cost you approximately \$30-45.

#### New York City JFK Arrival

Book a connecting flight through JET BLUE ([www.jetblue.com](http://www.jetblue.com)) to PORTLAND INTERNATIONAL JETPORT (PWM) costs about \$100 US and takes about 1 hour. After you arrive at Portland, ME, you could get a taxi for \$50 to \$70 to your housing. Please make sure you confirm your arrival information with your housing person, so they could assist you to check in your housing and they even might be able to pick you up from the airport.

*IMPORTANT: Please remember if you will not be able to make it to your housing during reasonable hours, you may need to stay overnight and travel the following day. See [www.bostonhostel.org](http://www.bostonhostel.org); [www.hiboston.org](http://www.hiboston.org); [www.hostels.com](http://www.hostels.com) for hostel options in Boston.*

#### Housing

Dear students, you will be receiving an email with the exact housing address and detailed housing information 4-8 weeks prior to your arrival in the USA. Your housing cost per week approximately will be \$120-\$140 with utilities included. Deposit of \$200-\$400 will be required upon arrival, the deposit will be returned in full in the case there is no damage to the housing. Your housing will be walking distance from the worksite. 2-4 students will be sharing one room. You will have access to the kitchen and wi-fi. Bedding will be provided. Once you receive your housing information please feel free to contact your housing person with your arrival date and time.

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We look forward to meeting you! For general questions and emergencies, you may always contact CHI Main Office at 1-800-432-4643.