

HOTEL CLERKS

6 Temporary-full time positions. No prior experience or education is required. Will Train.

40 hours/week.

Duties include: Welcome and register guests, collect payment and assign rooms, issue room keys and assist with luggage. Transmit reservation information and communicate with guests.

Shifts are: 7:00AM- 3:00PM or 3:00PM –11:00PM. Overtime up to 10 hours/week.

Employee will work 6 days per week but shifts and days of the work week will vary, weekly.

Position from 4/1/2022 – 11/3/2022

Hourly Wage is between \$13.00/hr-\$17.00/hr based upon performance at employer's discretion.

Overtime paid between \$19.50/hr-\$25.50. Paychecks received every 2 weeks.

Possible bonuses at discretion of the employer, based upon performance.

Daily transportation to work site not provided.

Work site address: 7221 Main Street, Mackinac Island, MI 49757

Contact: Brian Bailey. PO Box 250, Mackinac Island, MI 49757. OR brian@chippewahotel.com

Optional housing and board at \$80.00/week for housing and \$40.00/week for meals.

If employee opts for housing and/or board expenses will be deducted from employees' paychecks. Refundable security deposit of \$200.00 is required if employee opts for housing.

Employer will use a single work week as its standard for computing wages due. Employer will make deductions from the worker's paycheck required by law.

Employer will reimburse worker in the first work week for all visa, visa processing, border crossing and other related fees incurred for position, but not those incurred for the benefit of the employer (i.e. passport fee). Daily subsistence will be reimbursed at a rate of \$13.17 per day during travel to a maximum of \$55.00 per day with proof by receipts in accordance with § 20 CFR 655.20(j)(1)(ii). If the worker completes 50% of the period of need, employer will reimburse worker for initial inbound transportation costs and subsistence. Upon completion of the period of need, or if employee is dismissed early, employer will pay for workers reasonable costs and subsistence of outbound, return, transportation back to where employee came from, unless the employee does not return. The amount of transportation reimbursed will be equal to the most economical and reasonable common carrier for the distances involved. Employer will provide worker, without charge or deposit charge any tools, supplies and equipment required to perform the duties assigned, in accordance with 20 CFR 655.20(k).

Position posted in connection with future application for H2B workers.

Employer guarantees to offer work for hours equal to at least three-fourths of the workdays in each 12 week period to the total employment period.