

- Candy is a traditional part of American culture, and our family operates the store to bring our clients joy, fun, and happiness. The Fort Gift Shop and the employers neighboring stores, The Bargain Barn and I-75 Plaza have been run by the current owners for over 30 years! The Fort Gift Shop is located in Mackinaw City, and is one of many candy and gift shops frequented by tourists in this beautiful Great Lakes destination.
- We are famous for Mackinac Island and our fudge. Mackinaw City is a resort village in Michigan surrounded by the great lakes. Mackinaw hosts many events, parades, reenactments, festivals, and races.
- Mackinaw City is a resort community located on the shores of the Straits of Mackinac at the tip of Michigan’s Lower Peninsula. There are over 1.2 million visitors each year who enjoy the scenic beauty, retail shops, and exciting attractions!



**Summer Program**



**Organization:** CIEE  
**Type of Employer:** Select Employer



**Housing:** Apartment  
**Rental** – \$75/week (Deposit – \$100)

**Interview Place:** Bangkok  
**Interview Date/Time:** 3-Nov-2019/ 8.00 – 18.00

**Interview Type:** Hiring Event  
**Reservation Deadline:** 15 Oct 2019

Position	English Level	Wage	Job No.	Description	Work Duration
Store Clerk	8 - 10	\$9.45	2 (Female)	<ul style="list-style-type: none"> <li>• Handling sales in an accurate manner which will include: maintaining a daily bank, entering sales in a cash register, taking money, counting out correct change (coins/bills), giving change (coins/bills) to guests, and completing credit card transactions.</li> <li>• Greeting all guests as they enter the store in a timely manner.</li> <li>• Stocking and inventory of merchandise items.</li> <li>• Employees may be asked to move within different locations to assist with job assignments for neighboring stores I-75 Plaza and Bargain Barn, as needed. The Fort Gift Shop produces products for the other stores. Other duties may be assigned.</li> <li>• Lifting product, pushing carts, emptying trash. Standing for entire shift. Handling cleaning chemicals. Must have a high attention to detail, math/counting skills, and accurate money/cash handling skills. • Must have strong communication skills, a friendly, positive attitude and be dedicated to customer service.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Job Start Period:</b> 15 May – 25 June 2020</li> <li>• <b>Job End Period:</b> 25 August – 5 September 2020</li> <li>• <b>Minimum work duration:</b> See work dates</li> </ul> <p>-----</p> <p><b>Set A:</b> 29 May – 25 August 2020</p>



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WORK & TRAVEL USA

## The Fort Gift Shop Mackinaw City, Michigan

<http://www.mackinawcaramelcornfudge.com/>

### Company Description

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### Find second jobs in the community

Yes, likely

### Housing

Yes

### Housing Cost

\$ 75 per Week

### Meal Plan

Not available

### Cost per Day

\$ 0

### Hire Participants Travelling in Groups

Yes

### Maximum Group Size

Pairs

### Grooming Requirements

Hair in ponytail when in candy department, pants no shorts. We provide shirts . No open toe shoes. Must be clean and well groomed.

### Types of Cultural Opportunities

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



## The Fort Gift Shop - Store Clerk

### HOST INFORMATION

**Company Description:**

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

**Site of Activity:** The Fort Gift Shop

**Parent Account Name:** The Fort Gift Shop

**Host Address:** 400 N Louvingny St Mackinaw City , Michigan , 49701

**Nearest Major City:** Detroit , Michigan , Over 50 miles away

### PLACEMENT INFORMATION

**Job Description:**

- Handling sales in an accurate manner which will include: maintaining a daily bank, entering sales in a cash register, taking money, counting out correct change (coins/bills), giving change (coins/bills) to guests, and completing credit card transactions.
- Wrapping items and/or placing items in bags for guests.
- Greeting all guests as they enter the store in a timely manner.
- Assisting or advising guests on their purchases.
- Suggesting other merchandise items to go with the guest's original selection (up-sell).
- Educating guests on amenities outside of the retail location but still within our property (cross-sell).
- Stocking and inventory of merchandise items.
- Maintaining and cleaning all retail areas including stock room, display areas, floors, and cash register/check-out area.
- 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.
- Perform all duties in a safe manner.
- Employees may be asked to move within different locations to assist with job assignments for neighboring stores I-75 Plaza and Bargain Barn, as needed. The Fort Gift Shop produces products for the other stores. Other duties may be assigned.

**Drug Test required:** No

## COMPENSATION

**Hourly Wage:** \$9.45

**Eligible for Tips:** No

**Estimated weekly wages including tips:** \$300

**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:**

Weather can affect business and create busier or slower periods

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

## JOB REQUIREMENTS

**English Level required:**



**Advanced**

**Required to be 21+:** No

**Previous Experience required:** No

### **Qualifications & Conditions**

Lifting

Lifting requirement: 25lbs/11kgs

Description:

Lifting product, pushing carts, emptying trash

Standing for entire shift

Handling cleaning chemicals

**Job Training required:** Yes

Length of job training:

1 week

Hours per week during training period: 30

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

•Must have a high attention to detail, math/counting skills, and accurate money/cash handling skills. •Must have strong communication skills, a friendly, positive attitude and be dedicated to customer service. •Must be attentive to guests and highly knowledgeable about all property merchandise in order to educate guests and up-sell and cross-sell merchandise. •Merchandise presentation skills are a benefit to this position. •Must be able to work individually or on a team and at a quick pace. •Must have the ability to read, write, and understand instructions given in the English language. •Must have the ability to understand and respond to verbal instructions given in the English language. •Employees serve as a representative of our company and must display courtesy, respect, tact, and discretion in all interactions with other employees, management, owners, guests, and members of the local community.

**Need to wear uniform:** Yes

Uniform Policy:

Employer does not provide a uniform. Students should bring closed toed and comfortable shoes. No open toed shoes (sandals or flip flops) no shorts and no tank tops. Employees typically wear a t shirt and jeans.

Cost of uniform: \$0

Uniform laundry: Participant responsibility

**Dress Code:** Yes

Description:

Employees should have a clean and professional appearance. Only subtle makeup, no facial piercings or visible tattoos. Employees are required to tie their hair up.

## CULTURAL OPPORTUNITIES

**Types of Cultural Opportunities:**

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

**Additional Details about Cultural Offerings:**

Employer will offering information about attractions based on student interest. Employer will arrange tickets for students to travel to neighboring Mackinac Island.

**Local Cultural Offering:**

Mackinaw City is a great place with beautiful scenic views of the Great Lakes and Mackinac Bridge. Enjoy 100+ retail shops, exciting attractions, marinas, great restaurants, hotels, and campgrounds. You can take a ferry to Mackinac Island for parades, bike rides, kayak trips, concerts in the park.

## HOUSING AND TRANSPORTATION

**Housing Provided:** Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. May find own

(can choose alternative).

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

Apartment has 2 bedroom, bath, kitchen, and living room. It is a non-smoking apartment. It comes complete with everything you need. We have cable, internet and phone. There is a cleaning deposit of \$100 dollars. We charge \$75 dollars a week for rent. The apartment is above The Bargain Barn on main street. The Family Market is one block away for all your food needs. Please be respectful to your roommates, no guests are allowed, smoking is strictly prohibited, and parties are also not allowed.

**Lease Agreement:** No

**Onsite Amenities:**

WiFi: Yes

Description:

Verizon cellular network

Phone Service: Yes

Description:

Call or e-mail

Kitchen facilities: Yes

Description:

Housing is an apartment with a full kitchen

Laundry facilities: No

Description:

You may use washer and dryer at the Fort Gift Shop

**Occupancy Requirements for Provided Housing:**

Minimum Occupancy Per Room: 2

Maximum Occupancy Per Room: 3

Suggested Occupancy Per Room: 2 - 3

Rooming Arrangement Description:

Please contact Vicki or Paul about housing arrangements.

**Provided Housing Cost:**

Required to Pay for Provided Housing: Yes

Cost per Week: \$75

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$100

Description:

Payment for deposit is made in the first two weeks. We will work with you on this. The amount we refund at end of stay is usually \$25 of the \$100. it depends on the condition of the house when you leave.

Housing Deposit Refundable: No

**Transportation to Worksite:**

#### Walking Commute Time

Estimated commute time: Under 15 minutes

Description: about a 10 minute walk or bike ride

#### Biking

Estimated commute time: Under 15 minutes

Bicycles are provided free of charge: No

Bicycles are not provided: No

Bicycles are available to rent: Yes

Estimated cost: \$25

Total: Yes Per Day: No

Description: Conditions on roads is normal to slow

## ARRIVAL INFORMATION

#### **Arrival Instructions:**

The best way to get to Mackinaw is to take bus from Detroit.

It is a 9 hour trip to Mackinaw City. We will pick you up at bus stop in Mackinaw and take you to your apartment.

Please contact us when you have made travel plans , so we can pick you up in Mackinaw.

E mail is paulstemkoski@yahoo.com

cell Vicki 231-420-3956

cell Paul 231-420-1906

#### **Suggested Arrival Airport:**

Detroit, DTW, Over 50 miles

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

#### **If arriving after regular hours:**

#### **Suggested After-Hours Accommodation:**

Clarion Hotel Detroit Metro Airport

8600 Merriman Rd

Romulus , Michigan 48174

<https://www.choicehotels.com/michigan/romulus/clarion-hotels/mi190?source=gyxt>

1-734-728-7900

\$75 to \$100

## 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 have paperwork for participants to fill out, then they take bus to Petoskey. We help them with is process.

Nearest SSA Office: Petoskey , Michigan , Less than 50 miles

**Other:**

Wage Payment Schedule:

Checks are weekly

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

Hair in ponytail when in candy department, pants no shorts. We provide shirts . No open toe shoes. Must be clean and well groomed.

Second Job Availability: Yes, likely

Applicable Company Policies:

No Cell phones when working

No smoking at housing

Must arrive to work 10 minutes before shift starts

Scheduling is done weekly, please don't ask us to schedule you differently to fit second job.

## COMMUNITY AMENITIES

**Walking Distance from Worksite:**

Food Market, Post Office, Bank, Restaurants, Public Library

**Walking Distance from Housing:**

Food Market, Post Office, Bank, Restaurants, Public Library

**Unavailable:**

Shopping Mall, Fitness Center, Internet Cafe