



Bishops Store - Ice Cream Scooper / Cook

HOST INFORMATION

Company Description:

Bishop's Store is located far from the city where neighbors are friends, and everyone knows you. Become part of our family and you will surely be invited to spend an evening by a campfire roasting marshmallows and eating smores. A day on the lake sound good to you? We are surrounded by lakes and ponds. Learn to fish or enjoy a leisurely hike. Our area offers a lot of outdoor activities. Bishop's Store is a family-owned 4th generation business. We have a gas station, a kitchen where we make food to order and also grab and go items. Our store is full of gifts, souvenirs, sporting goods, and everything you may forget on vacation. Summer is our busy time as many venture to our area for camping and outdoor time with their families. Others are passing through to head to Quebec Canada, or to the Coast. We are located 20 minutes from the Canadian border and many locals venture up for the day. Our summers are some of the best as it's not too hot, and not too cold. Students who choose to work for us will work in our kitchen taking and making orders, learning how to work the register, and getting to know the locals, Some students may also be placed at our Ice Cream Parlor scooping ice cream, packing fudge, and enjoying that aspect of our establishment. Jackman is extremely peaceful and we look forward to working with you!

30% off food and gifts purchased in the store.

Host Website: <http://www.bishopsstore.com>

Site of Activity: Bishops Store

Parent Account Name: Bishops Store

Host Address: 464 Main Street Jackman , Maine , 04945

Nearest Major City: Portland , Maine , Over 50 miles away

PLACEMENT INFORMATION

Job Description:

The Ice Cream Scooper will be based mainly at the Ice Cream Parlor but will also work a bit in the kitchen at the store. They will work Mainly Independently- Take and Make orders for Ice Cream. They must be self-motivated and keep the place clean and tidy. They must work efficiently to get customers in and out. There is quite a bit of down time. They need to speak a high level of English and have a good work ethic. In the down time they will also cut and package fudge. The Job can be very slow or Very busy!

They may also spend some of their time as a member of the Kitchen Crew at the Store. Shift dependent - They will learn all aspects of the Kitchen. You learn how to make breakfast sandwiches, slice meat, dice vegetables, and restock for the day. Afternoon crew makes and takes orders. They make cold sandwiches, and desserts for the grab and go. They make pizza and grilled food for the warmers. The Evening crew stays busy by taking and making orders. They then restock and clean the kitchen for the morning crew. We do our best to match students with where they belong. independent works versus those who need direct instruction. We have many options to make it work.

Typical Schedule:

Store is open 4am-10pm and Ice Cream Parlor 12-9. Typical schedule is afternoon/nights and weekends for this position.

Seasonal changes to job duties or available hours: Yes

Students will work 32-40 hours. Sometimes overtime is offered and weekends are busiest.

Drug Test required: No

COMPENSATION

Hourly Wage: \$15**Eligible for Tips:** Yes

Students receive both cash and credit tips! Cash at the end of each shift- Credit paid out in payroll- and shared kitchen tips paid out monthly and prior to your departure.

Estimated weekly wages including tips: \$575**Bonus:** No

* All figures above are pre-tax

Estimated average number of hours per week: 36**Estimated minimum number of hours per week:** 32**Estimated maximum number of hours per week:** 44**Potential fluctuation in hours per week:**

May and Early June and September/October tend to be slower than July and August so hours may be on the lower side. Training hours fluctuate as you need to learn all aspects of the job.

Average number of hours per week reached by last year's seasonal employees: 36**Overtime Policy:**

Yes, paid after 40 hours

Job-Specific Benefits:

30% off food and gifts purchased in the store.

JOB REQUIREMENTS

English Level required:



Advanced

Required to be 21+: No

Previous Experience required: No

Qualifications & Conditions

Lifting

Lifting requirement: 50lbs/22kgs

Description:

We use a lot of shoulder strength to stretch pizza dough. We also lift in order to put orders away and re-stock. For the Ice Cream it requires a lot of arm strength!!!!

Standing for entire shift

Handling cleaning chemicals

Job Training required: Yes

Length of job training:

2 days for the Ice Cream parlor and 2 weeks for kitchen shifts.

Hours per week during training period: 36

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Ice Cream Staff train 1-2 days then are on their own. Kitchen Staff train you on our protocol so our kitchen can stay consistent. The quicker you learn the faster you are on your own. The better you do the more hours you will be scheduled.

Need to wear uniform: Yes

Uniform Policy:

We provide a kitchen coat to wear and a hat. We require black pants or shorts to the knee that you provide. For the Ice Cream Parlor- We provide a hat and a work shirt. You may wear shorts mid thigh or lower and clean pants without tears/rips/etc. Closed Toed Shoes for All Positions.

Cost of uniform: \$0

Uniform laundry: Provided at no cost

Dress Code: Yes

Description:

Ice Cream parlor wears top/hat provided. Hair should be in a bun or braid not loose. Closed Toe Shoes mandatory for all positions. Shorts must go to just above knee or lower. No short shorts or clothing with holes, tears, rips, see through etc. Store- Tops and hats are provided. Bottoms must be Black and go to just above knee or lower. No rips tears or stains etc. Closed Toed Shoes!

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Trips to Nearby/Major Attractions, Shopping Trips, Potlucks or Dinners, Holiday Events, Company Parties

Additional Details about Cultural Offerings:

We have found students who have worked for us often get invited by individuals in the community to go on various trips for the day; shopping out of town, Canada for their exquisite cheese, movies, bowling, etc. We highly recommend each student open themselves up to meeting new people and say yes!

Local Cultural Offering:

The 4th of July has a parade you can choose to participate in, or watch followed by events at the town field ending with fireworks. We take students to camp and enjoy a pontoon boat ride, sometimes knee boarding or tubing if you would enjoy that, with a Barbeque and fire to end the evening.

HOUSING AND TRANSPORTATION

Housing Provided: *Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. Required to stay.*

Employer-owned or employer-arranged housing description:

The housing is a 3 bedroom 1 bathroom home with a nice size kitchen and laundry facilities. Housing is coed. The home is about 200 steps from where you will be working. Internet is included in the weekly price. The home has a shared television, couch, refrigerator, microwave, and everything you need to live comfortably and safely including smoke alarms, carbon monoxide detectors, and a fire extinguisher.

Lease Agreement: *Yes*

Onsite Amenities:

WiFi: Yes

Description:

We have great internet in our house!

Phone Service: Yes

Description:

There is no landline phone; however if you would like a cell phone US Cellular works in our area and it can get set up in Skowhegan on the way to town.

Kitchen facilities: Yes

Description:

Kitchen has a propane oven and stove top, refrigerator and freezer with all the pots, pans, and dishes necessary.

Laundry facilities: Yes

Description:

There is a Washer and Dryer on site included in the rent.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 1 - 2

Rooming Arrangement Description:

1 room will be a single and there is a possibility of the larger bedroom being shared by members of the same gender.

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: \$120

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: No

Transportation to Worksite:

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: Home is 200 paces from work so the walking commute is very easy.

ARRIVAL INFORMATION

Arrival Instructions:

We are willing to pick you up from either the Portland or Bangor Airport. If you fly in to Boston- You can take a bus from Boston to Augusta, Maine and we can pick you up there. Regardless which one you choose, we are 2-3 hours drive from any of these locations. We try to do everything the same day as your arrival as it's still quite a drive to Jackman and I am certain you do not want to do the drive again the next day. We also can bring you to a grocery store or other store to pick up necessities needed. We can also get you settled and bring you to the local grocery. Please send your Arrival details 3 weeks prior to your arrival date so we can make the necessary Accommodations.

Please plan to book flights for Weekday arrivals. Monday or Tuesday arrival preferred

Kimberly Danforth

kim@bishopsstore.com

207-668-3411

Suggested Arrival Airport:

Portland, PWM, Over 50 miles

Bangor, BGR, Over 50 miles

Estimated cost of transportation to worksite from suggested airports: \$0 to \$25

If arriving after regular hours:

Suggested After-Hours Accommodation:

*Days Inn Bangor Airport
250 Odlin Rd
Bangor, Maine 04401
wyndhamhotels.com*

207-942-8272
\$75 to \$100

Comfort Inn Airport
90 Maine Mall Rd
South Portland , Maine 04106
choicehotels.com
2079451898
\$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 will hopefully stop by the Social Security office on the way to Jackman directly upon your arrival; otherwise we will make accommodations to bring you within the first 2 weeks.

Nearest SSA Office: Augusta , Maine , Over 50 miles

Other:

Wage Payment Schedule:

Participants will be paid bi-weekly through direct deposit. Students are expected to have their funds directly deposited into a bank account; All participants we have had in the past have opened account with our local bank.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: No

Grooming Requirements:

No Hand or Neck Tattoos or vulgar language tattoos. Piercings must be able to be taken out when working in the kitchen. Hygiene must be good- Long hair tied back, and facial hair kept trimmed or shaved. Shirts will be provided; however Pants must be clean with no rips or tears. Black pants must be worn in the kitchen.

Second Job Availability: Yes, likely

Applicable Company Policies:

If you would like a second job, there are many options such as the grocery store, cleaning motel rooms, or up at the Jackman Trading post as a cashier.

Cell phones should remain in a locker. Students will have various work schedules to accommodate our needs. We will do our best to ensure Students are able to participate in events around town to get a good sense of our community. Students will work 32-40 hours a week generally 8-10 hour shifts; though it can be as few as 3 and as many as 12. Overtime sometimes is available if someone calls out or needs extended time off.

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