



## The Shack on 8th - Support Staff

### HOST INFORMATION

**Company Description:**

*The Shack exists as a retreat—an oasis smack dab in the middle of the Virginia Beach oceanfront. Like any good oasis, The Shack comes to life to the sway of the palms, the toss of a cornhole bag, and the refreshment of your favorite dive bar/watering hole. All to the pumping beat of great music, neighborhood festivals and the chatter of good friends. The Shack is Virginia Beach's newest social network.*

*The oceanfront provides many seasonal activities such as kayaking, dolphin watching, parasailing, jet skiing, weekly fire works shows, Virginia Aquarium, Amusement park and more. As a staff member, you will also receive **50% off food on days you work** which enables you to try a lot of great American cuisine!*

**Benefits and Perks:**

- *Employee Fun Days! We plan outings to the beach, boat trips and more!*

**Host Website:** <https://www.theshackvb.com/>

**Site of Activity:** *The Shack on 8th*

**Parent Account Name:** *Chix Sea Grille*

**Host Address:** *712 Atlantic Ave Virginia Beach , Virginia , 23451*

**Nearest Major City:** *Norfolk , Virginia , Less than 25 miles away*

### PLACEMENT INFORMATION

**Job Description:**

*Job duties will include but are not limited to:*

- 1. Bus and clean tables, chairs. Sweep under table/booth between seatings if necessary*
- 2. Spot sweep any and all areas that debris has fallen (under or around tables) on the floor throughout the entire property.*
- 3. Check all bus tubs behind the bar throughout the shift.*
- 4. Assist all servers in pre-bussing tables throughout the shift.*
- 5. Periodically (every half-hour) check restrooms throughout the shift. Restock soap, hand towels and toilet paper when needed. This also includes cleanliness of the restroom - sweeping, cleaning counter tops, emptying trash cans and mopping.*
- 6. Check and empty any trash cans throughout the property*
- 7. Setting up the front line with the small wares, plate ware and equipment needed to effectively serve all food items*
- 8. Keeping the station restocked, cleaning small, large trays and tray stands, reading order tickets and placing them onto the ticket minder*
- 9. Tracking cooking times on all food orders and checking them for plate presentation, appearance and the proper degree of doneness*

10. Garnishing finished entrees according to the restaurant's procedures and specifications and assisting servers as needed, to improve the dining experience of guests
11. Performing all job duties while complying to all safety practices and guidelines and reporting any accidents or injuries and unsafe act or condition to the Chef or other Manager on duty
12. Completing closing duties correctly at the end of each shift and assisting the Chef and other kitchen employees in keeping the kitchen clean and with closing duties
13. Performing all side work in the front and back of the restaurant as scheduled or assigned by the management
14. Delivering orders to guests' tables while the food is still hot and notifying waitstaff when orders are ready

**Typical Schedule:**

Varying shifts each week; usually Fridays 4-2am Sat & Sun 12pm-2am Shifts will be split when available

**Seasonal changes to job duties or available hours:** Yes

Based on volume of restaurants or special event weekends The shack is outdoors so very weather reliant

**Drug Test required:** No

## COMPENSATION

**Hourly Wage:** \$2.13

**Eligible for Tips:** Yes

A % of all tips are combined into a pool and divided with the staff. You will get around \$13ph after tips are included. If hourly wage falls below state minimum of \$12 employer will pay the difference

**Estimated weekly wages including tips:** \$480

**Bonus:** No

\* All figures above are pre-tax

**Estimated average number of hours per week:** 35

**Estimated minimum number of hours per week:** 32

**Estimated maximum number of hours per week:** 40

**Potential fluctuation in hours per week:**

Weather, staffing, special events

**Average number of hours per week reached by last year's seasonal employees:** 35

**Overtime Policy:**

Yes, paid after 40 hours

**Job-Specific Benefits:**

Meal discounts at Chix and Waterman's (50%) \$5 Orange crushes (our famous alcoholic bev) Free soft drinks, sweet and unsweet tea, coffee, and water.

## JOB REQUIREMENTS

**English Level required:**



**Intermediate**

**Required to be 21+:** No

**Previous Experience required:** No

### **Qualifications & Conditions**

*Lifting*

*Lifting requirement: 50lbs/22kgs*

*Description:*

*Must be able to lift/push/pull at least 50 lbs*

*Standing for entire shift*

*Handling cleaning chemicals*

*Working outdoors*

*Working under direct sunlight*

**Job Training required:** Yes

*Length of job training:*

*2 days*

*Hours per week during training period: 12*

*Different wage during training period: No*

*Start on specific day of the week: No*

*Training requirements:*

*Learn the position*

**Need to wear uniform:** No

**Dress Code:** Yes

*Description:*

*Male: Black Polo, solid navy shorts, black belt, black comfortable shoes (a lot of walking outdoors), black socks Female: Black V-neck shirt or tank, solid navy shorts or skort (golf skirt is popular choice), black shoes, and black socks*

## CULTURAL OPPORTUNITIES

### **Types of Cultural Opportunities:**

*Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Company Parties, Holiday Events, Trips to Major City, Shopping Trips, Trips to Nearby/Major Attractions*

### **Additional Details about Cultural Offerings:**

*The Shack is a prime tourist location so there are many opportunities to interact with people from all around the world. Virginia Beach has many historical offerings and activities that are sure to keep you busy this summer.*

### **Local Cultural Offering:**

*Music Festivals, July 4th Stars and Stripes Fireworks*

*Museums (Colonial Settlement, Aquarium, Contemporary Art)*

*Sandler Center for Contemporary Arts*

*ViBe Creative District (Lot's of handcrafted treasure and small family owned businesses)*

*Colonial Williamsburg*

## HOUSING AND TRANSPORTATION

**Housing Provided:** *Conditional. Housing is provided first come, first served.*

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

*Amenities: Refrigerator, bedding/linen provided, microwave, telephone, utensils, private bath, air conditioning Ocean Villas Condo - Stephan 1. 114 Ocean Villas Way Virginia Beach VA 23451 \*\* 2 BUNK BEDS per, 4 people per room \*\* 2. 106 Ocean Villas Way Virginia Beach VA 23451 \*\* 2 BUNK BEDS per, 4 people per room \*\* Oceanfront Condos Stephan and Charlotte Whatsapp: +14152180403 Email: Charlotte@garagebuildings.com*

**Lease Agreement:** *Yes*

### **Onsite Amenities:**

*WiFi: Yes*

*Description:*

*Wifi Included at housing*

*Phone Service: Yes*

*Description:*

*Reliable Cellular Service*

*Kitchen facilities: Yes*

*Description:*

*Full kitchen available*

*Laundry facilities: Yes*

*Description:*

*Laundry available on site*

### **Occupancy Requirements for Provided Housing:**

*Minimum Occupancy Per Room: 4*

*Maximum Occupancy Per Room: 4*

*Suggested Occupancy Per Room: 4*

*Rooming Arrangement Description:*

*Apartments and Condos are Co-ed, with each individual room typically being all female or male unless otherwise requested. Requests to live with friends/partner is allowed.*

***Provided Housing Cost:***

*Required to Pay for Provided Housing: Yes*

*Cost per Week: \$150*

*Housing Cost Deducted from Paychecks: No*

*Description:*

*Students will work directly with the property owners for rent payment. Final cost will be determined at the end of October. No credit cards. Only traveler checks, Zelle, cash, or postal money orders.*

*Utilities Costs: No*

*Housing Deposit: Yes*

*Cost: \$200*

*Description:*

*Students will work directly with the property owners for deposit payment. Students are also required to pay the first weeks rent and last weeks rent so upon arrival.*

*Housing Deposit Refundable: Yes*

*Conditions for Deposit Refund:*

*The deposit will be returned 15 days after check-out if there are no damages and the unit is left clean and ready for occupancy. The tenants agree to leave the unit clean, undamaged, and ready to rent to the next tenant upon their check-out.*

*Details About Deposit Refund:*

*Deposit will be returned 15 days after check-out if there are no damages and the unit is left clean and ready for occupancy. Most common refund is through Zelle or ACH.*

***Transportation to Worksite:***

*Walking Commute Time*

*Estimated commute time: 15 to 30 minutes*

*Description: The commute is very easy and straightforward. You just head straight to Atlantic avenue and then turn right and walk straight to 5th street. There is only one turn to make.*

*Biking*

*Estimated commute time: Under 15 minutes*

*Bicycles are provided free of charge: No*

*Bicycles are not provided: Yes*

*Bicycles are available to rent: No*

*Estimated cost: \$*

*Description: The commute is very easy and straightforward. You just head straight to Atlantic avenue and then turn right and bike straight to 5th street. There is only one turn to make.*

## ARRIVAL INFORMATION

### **Arrival Instructions:**

Please fly into Norfolk International Airport. The best method of transportation from the airport to the oceanfront would be the following (travel time is around 30-40 minutes from the Norfolk Airport to the Oceanfront. Please contact employer with 2 weeks before arrival. [tiffany.gay@watermans.com](mailto:tiffany.gay@watermans.com) - Phone - (757) 477-0707

<https://www.norfolkairport.com/ground-transportation/>

Lyft or Uber

Taxi Services: Andy's Cab Co. (757) 461-8880

Black and White (757) 855-4444

City Wide Cabs (757) 319-3368

Coastal Ride (757) 853-7777

Duke Cab Co. (757) 202-3564

East Side Cabs (757) 718-0937

Eden Cab Co. (757) 724-5555

Norfolk Checker (757) 855-3333

Oceanside Executive (757) 455-7602

Southside Cab Co. (757) 423-0154

Waterside Taxi Company Inc. (757) 531-6430

Yellow Cab of Norfolk (757) 857-8888

### **Suggested Arrival Airport:**

Norfolk International Airport, ORF, Less than 25 miles

**Estimated cost of transportation to worksite from suggested airports: \$25 to \$50**

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

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

LA Quinta Inn and Suites

1387 N. Military Highway

Norfolk, Virginia 23502

<https://www.wyndhamhotels.com/laquinta/norfolk-virginia/la-quinta-norfolk-airport/overview>

8883122399

\$75 to \$100

## TRAINING AND ONBOARDING

**Pre-Arrival Onboarding:** No

**Social Security Number:**

*Require participants to apply for SSN before arrival at worksite: Yes*

*Details about how to apply for Social Security Number:*

*Get on bus at Artic and 18th Street and ride the "Wood & Church" bus for 14 stops until you get to Virginia Beach Blvd and Cripple Creek and get off. Get on the "Lynnhaven Mall" bus and ride for 4 stops until you get to Lynnhaven Rd and Sabre St Walk down Sabre St (the street with the Wells Fargo bank on the corner) and the social security office will be on your left hand side across from the Walmart. The trip will cost \$4 a person*

*Nearest SSA Office: VIRGINIA BEACH, Virginia, Less than 25 miles*

**Other:**

*Wage Payment Schedule:*

*Bi-weekly paycheck - Direct Deposit or physical check*

*Meal Plan: Not available*

*Provide Certificates/Performance Evaluations: Yes*

*Hire in Groups: Yes*

*Maximum Group Size:*

*Grooming Requirements:*

*No facial Piercings, preferable if tattoos are covered, no lewd or inappropriate tattoos can be showing.*

*Second Job Availability: Yes, likely*

*Applicable Company Policies:*

*Schedules are made 1 week in advance and requests off must be made 2 weeks in advanced*

*No cell phone use while working unless on break*

*Expected to work weekends and holidays such as 4th of July, Memorial Day, Labor Day, and Festival Weekends*

## COMMUNITY AMENITIES

***Walking Distance from Worksite:***

*Restaurants, Public Library*

***Walking Distance from Housing:***

*Food Market, Post Office, Bank, Restaurants, Internet Cafe, Public Library*

***In Town, Requires Transportation:***

*Food Market, Shopping Mall, Post Office, Bank, Restaurants, Fitness Center, Internet Cafe, Public Library*

