



EMPLOYER INFORMATION

Company Name	Carmelo Ruta, Inc.
Job Location	Sandusky, Ohio
Job Supervisor	Ms. Amy Margheim
Employer Address	5909 Milan Road Sandusky, OH 44870
Website	www.sanduskyhotels.com

POSITION OPPORTUNITY INFORMATION

Available Positions	Housekeeping
Start Date	May 20 th , 2012
End Date	September 5 th -10 th , 2012 <i>You must work until the last date listed on your DS Form.</i>
Detailed Description	Carmulo Ruta, Inc. is a hospitality management company which owns and operates 7 different hotels. Employees will be responsible for the cleaning of guest rooms, public areas, and laundry. Cleaning includes vacuuming, dusting, and sanitizing of bathrooms. All applicants must be willing to assist in all areas of the hotel if requested as well as be willing to work at multiple facilities.
Required Job Training	You will receive training for each position you are placed.
English Requirement	Conversational English is required for this job. If you arrive to your employer and you do not have conversational English, you will not be offered this position.
Salary	\$7.30/per hour
Approximate Hours	35 hours per week
Expected Schedule	All employees will be given a schedule upon arrival to the employer.
Dress Code	Employees will need black or tan knee length shorts or longer and tennis shoes to wear while working. Housekeeping smocks will be provided by the hotel assigned at no charge.
Housing	You will be living in dormitory style housing at NO CHARGE to you. Each house has a stove, refrigerator, and bed. A deposit of \$100.00 is required and will be returned to you at the end of your program as long as you leave your living quarters clean and in good condition and you successfully complete your program. There will be 2-4 students placed in each bedroom.
Transportation to work	Transportation will be provided to and from work via a shuttle.
Location of job and	You will be living in the area where you will be working.

housing	
Weather	Temperatures range between 70 and 90 degrees Fahrenheit in the summer months.

TRAVEL INFORMATION

Nearest Airport	<p>Cleveland Hopkins International Airport (CLE) 5300 Riverside Dr Cleveland, OH 44135</p> <p>John F. Kennedy International Airport (JFK) JFK Expy & S Cargo Rd Jamaica, NY 11430</p>
Transportation from Airport	<p>You will find it easiest to fly to Cleveland International Airport in Cleveland, Ohio. When you land in Cleveland, Ohio, you will need to take a taxi to the Cleveland Greyhound Station. You will then take a 1 ½ hour bus ride to the Sandusky, Ohio Greyhound Station. This bus leaves three times daily and will cost about \$25.00.</p> <p>If you choose to fly into JFK airport in New York, New York you will need to take the airport shuttle to Penn Station in New York City and take a Greyhound Bus to the Sandusky, Ohio Bus Greyhound Station. This bus will take 13 hours, leaves once daily in the evening, and will cost approximately \$120.00. When you arrive in Sandusky, Ohio you will need to take a taxi to the Comfort Inn Sandusky at 5909 Milan Rd., Sandusky, OH 44870.</p> <p>Please plan on arriving in Sandusky, Ohio during business hours which are Monday-Friday, 9:00am-5:00pm. If you arrive outside of these hours you will be responsible for finding a hotel, motel, or hostel until the next business day.</p> <p>You must send your travel information to United Work and Travel at least two (2) weeks prior to your arrival in the USA.</p> <p>Detailed travel information will be sent to you prior to your arrival in the United States.</p>
Directions Upon Arrival	<p>When you arrive in Sandusky you will need to call the property via telephone. You will receive a contact number prior to your arrival in the United States. Please plan on arriving in Sandusky, Ohio during business hours which are Monday-Friday, 9:00am-5:00pm. If you arrive outside of these hours you will be responsible for finding a hotel, motel, or hostel until the next business day.</p> <p>Detailed arrival information will be sent to you prior to your arrival in the United States.</p>
Program Check In	Within three (3) days of your arrival in the United States you must check in with your sponsor.

	<p>Here are two (2) ways that you can successfully check in for your program.</p> <p>1) PREFERRED METHOD: Log on to www.myuwt.com and access your Student Account. You will need your previously established user name and password to log in. Click the "check In" tab located at the top of the home screen (after you successfully log in). Complete all fields on the check in screen and then click submit to finalize your program check in.</p> <p>2) Call United Work and Travel at 1-866-IGO2USA or (410) 581-7788, Monday through Friday from 8:00am - 5:00pm</p> <p>Telephone check ins are not accepted on voicemail. You must speak to a UWT team member!</p>
Bus Schedule Info.	<p>www.greyhound.com 6513 Milan Road Sandusky, OH 44870 1-419-625-6907</p>
Nearest Train Station	<p>1200 North Depot Street at Shelly St. (SKY) Sandusky, OH 44870 1-800-USA-RAIL</p>
Train Schedule Info.	<p>www.amtrak.com</p>

SOCIAL SECURITY

Nearest Social Security Office	<p>Address: 200 Hancock Street Sandusky, OH 44870 Phone Number: 1-800-772-1213 Hours of Operation: Monday-Friday 9:00 am – 3:30 pm</p>
How and when to apply for a social security card	<p>Your employer will arrange for you to go to the social security office within 15 days of your arrival. You will be able to work before you apply for your social security card.</p>
Social Security Info.	<p>www.ssa.gov</p>

ADDITIONAL INFORMATION

Additional Info.	<p>All our locations in Sandusky, Ohio are ideal — a friendly neighborhood setting, drenched in sunshine and overflowing with adventure and entertainment. These charming and appealing hotels are situated in highly desirable locations — close to Cedar Point Amusement Park, famous beaches, shopping, dining, record-breaking fishing on Lake Erie, Put-in-Bay and Kellys Island, Jet Express, African Safari Wildlife Park, and more!</p>
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**Please note that the above job/housing details and descriptions may change or vary from what is written above. Created 11/17/11*