



## Eastaway Inc - Sales associate

### HOST INFORMATION

**Company Description:**

Welcome to the island of Martha's Vineyard! Our island is a short ferry boat ride off the coast of Massachusetts, and it is filled with beautiful beaches and trails, adorable downtown streets and lots of summer visitors and residents from around the world (including the Obama family!). Our stores have been nestled here in the town of Oak Bluffs for 40 years, and we have hosted J1 students every year for the last 20 years. Having a diverse crew from around the world makes us and our customers so happy. The team we create here is a family, and the staff often gets together for fun activities. We make sure to schedule activities through the business to keep our employees together; it varies every year, but we have done **kayak nights, fishing trips, sunset beach dinners and glow SUP boarding**. There are also a few amazing seasonal events on MV including **Pride weekend, Illumination Night, July 4th parade, August Fireworks, Ag Fair** and the list goes on...

Every member of our staff is valuable to us, and we treat everyone as if our business couldn't run without them...because it can't! We offer 40 hours per week, and the possibility of more hours with overtime pay. We take our business seriously, as it supports multiple families, but we also like to have fun while we work! Our clothing stores are filled with great items for the whole family, and both locals and tourists shop with us.

**Perks of Employment:**

- STAFF activities
- STAFF discounts

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

**Site of Activity:** Eastaway Inc

**Parent Account Name:** Eastaway Inc

**Host Address:** 24 Circuit Avenue Oak Bluffs , Massachusetts , 02557

**Nearest Major City:** Boston , Massachusetts , Over 50 miles away

### PLACEMENT INFORMATION

**Job Description:**

This is a sales and customers service position. Sales associates are in charge of greeting customers, talking with them to find out what they are looking for, making suggestions and also cashier duties. All staff helps with store maintenance, such as folding, straightening and vacuuming. We expect the sales crew to be smiling, friendly, helpful and communicative at all times. This job requires standing all shift.

**Typical Schedule:**

Variable but here is an example: Tuesday 10-9, Friday 10-10, Saturday 10-10, Sunday 4-9= 40 hours

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

Store closes later in the summer than late spring and early fall. 40 hours/week are always available.

**Drug Test required:** No

## COMPENSATION

**Hourly Wage:** \$15

**Eligible for Tips:** No

**Estimated weekly wages including tips:** \$600

**Bonus:** No

\* All figures above are pre-tax

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

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

**Estimated maximum number of hours per week:** 65

**Potential fluctuation in hours per week:**

We will always have 40 hrs/week available. the only factor that changes that is poor performance. we reserve 1-2 spots for staff who want to work all their hours with us and do 65 hrs/week (25 OT hrs)

**Average number of hours per week reached by last year's seasonal employees:** 50

**Overtime Policy:**

Yes, paid after 40 hours

**Job-Specific Benefits:**

20% employee discount

## JOB REQUIREMENTS

**English Level required:**



**Advanced**

**Required to be 21+:** No

**Previous Experience required:** No

## **Qualifications & Conditions**

### *Lifting*

*Lifting requirement: 25lbs/11kgs*

### *Description:*

*Must be able to lift/push/pull at least 25 lbs.*

*Standing for entire shift*

*Handling cleaning chemicals*

**Need to wear uniform:** No

**Dress Code:** Yes

### *Description:*

*Casual. Please look neat and put together...no off the beach with swimwear. Comfortable footwear recommended for standing and stairs.*

## CULTURAL OPPORTUNITIES

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

*Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Holiday Events, Trips to Nearby/Major Attractions, Company Parties, Karaoke Nights or Talent Shows*

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

*The activities vary each year, but we have done kayaking, fishing trips, beach hikes, sunset beach dinners and glow SUP nights. There are also so many events that we are sure to give our staff the time to attend, such as July 4th fireworks, Grand Illumination Night and August fireworks.*

### **Local Cultural Offering:**

*Beach Road Weekend concert, Pride weekend, Artisan Fair, Ag Fair, all beaches and trails are free, Summer concert series in Ocean Park, Thirsty Thursday Run group, Oak Bluffs Library free events*

## 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:**

*Housing address: 77 Worcester Ave Oak Bluffs, MA 02557 Two bedrooms available with two students in each room. All students will be female for privacy, and they will have one shared bathroom that the homeowner does not use. Students are allowed full kitchen usage and certain times for laundry. Wifi and linens provided, and the house is a short walk to the lagoon. This housing is a 20-25 minute walk to town and the store or a 5-10 minute bike ride.*

**Lease Agreement:** No

### **Onsite Amenities:**

*WiFi:* Yes

*Description:*

*WiFi is available.*

*Phone Service: Yes*

*Description:*

*Cell service is good.*

*Kitchen facilities: Yes*

*Description:*

*Full kitchen is available.*

*Laundry facilities: Yes*

*Description:*

*Available in house on specific days set by homeowner.*

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

*Minimum Occupancy Per Room: 2*

*Maximum Occupancy Per Room: 2*

*Suggested Occupancy Per Room: 2*

*Rooming Arrangement Description:*

*2 students per room, females only. If a pair are both hired to work for the store, they can be housed together in a room.*

***Provided Housing Cost:***

*Required to Pay for Provided Housing: Yes*

*Cost per Week: \$180*

*Housing Cost Deducted from Paychecks: No*

*Description:*

*Pay rent directly to homeowner every week.*

*Utilities Costs: No*

*Housing Deposit: No*

***Transportation to Worksite:***

*Walking Commute Time*

*Estimated commute time: 15 to 30 minutes*

*Description: backstreet or sidewalk entire way*

*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: back road, sidewalk or low traffic road*

*Local Bus, Subway or Train*  
*Estimated commute time: Under 15 minutes*

*Estimated cost: \$50*

*Total: Yes Per Day: No*

*Description: Vineyardtransit.com for bus schedules and rates*

## ARRIVAL INFORMATION

### **Arrival Instructions:**

*The easiest airport to arrive is Logan International Airport in Boston, MA. From the airport there are two bus companies to get to the ferry (Steamship Authority) in Woods Hole: Plymouth & Brockton or Peter Pan. From Woods Hole take any ferry to Martha's Vineyard...Oak Bluffs or Vineyard Haven are both fine. The bus ride is 1.5-2 hours and the ferry boat is 45 minutes. The landlord of the housing usually picks the students up from the boat and drives them to the housing. The date or time of arrival does not matter to us, but be aware the Steamship Authority and bus schedules do not run 24 hours. If students arrive late at night, a stay in Boston may be needed. The grocery store (Reliable Market) is next door to our stores and they are open 9-6 (9-1 Sundays). We do not have a deadline for arrival details.*

*<https://www.steamshipauthority.com/>*

*<https://www.p-b.com/>*

*<https://peterpanbus.com/>*

*Erin Tiernan (store owner) 508-524-3999 (mobile)*

*Tony Novicki (landlord) 508-560-3037*

### **Suggested Arrival Airport:**

*Logan International Airport, BOS, Over 50 miles*

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

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

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

*Hampton Inn Boston-Logan  
230 Lee Burbank Hwy  
Revere, Massachusetts 02151  
7812865665  
\$100 to \$150*

## 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:*

*The Social Security office comes to our town twice a summer. They set up in the Oak Bluffs Library, which is a ten minute walk from our store. We provide a paid break to go an apply at the library.*

*Nearest SSA Office: Oak Bluffs , Massachusetts , Less than 10 miles*

**Other:**

*Wage Payment Schedule:*

*weekly, direct deposit or check*

*Meal Plan: Not available*

*Provide Certificates/Performance Evaluations: Yes*

*Hire in Groups: Yes*

*Maximum Group Size:*

*Grooming Requirements:*

*Neat and clean for work, but no strict rules.*

*Second Job Availability: Yes, likely*

*Applicable Company Policies:*

*No smoking at the job site or housing*

*No cell phones on the sales floor (in the break room is fine)*

*Schedule is made every Wednesday and we expect our schedule to be priority over other jobs (set schedule available and we will work with staff to make space in schedule for second job)*

*Kindness to all staff and management*

*Be on time and ready for work at the shift start*

*If you cannot work a shift you must find a replacement on staff (if you are very sick we will help you)*

## COMMUNITY AMENITIES

***Walking Distance from Worksite:***

*Food Market, Post Office, Bank, Restaurants, Fitness Center, Public Library*

***Walking Distance from Housing:***

*Food Market, Post Office, Bank, Restaurants, Fitness Center, Public Library*

***Unavailable:***

*Shopping Mall, Internet Cafe*

