



The Dunes Club - Waitstaff

HOST INFORMATION

Company Description:

The Dunes Club is a historic seasonal private beach and tennis club. Since 1928 the Club has been catering to the total member experience. The Club grounds offer beach, tennis, fitness classes, and summer camps for all ages. The Clubhouse offers five dining options, from beach casual to formal dining, and hosts large banquet events for the members as well as the local community. With 800 memberships and a staff of 200 The Dunes Club is a great way to enjoy the summer season. The Club is located on Narragansett Beach in Narragansett, RI. There are many summer activities to partake in from boating, fishing, swimming or just relaxing on our beautiful employee beach. We are a 20-minute ride to the beautiful city of Newport, an hour-long ferry ride to the magnificent shores of Block Island, 90 minutes away from historic Boston, Massachusetts, hour-long and three-hour train ride to fabulous New York City.

Benefits of working for us:

- *Housing Cost: 0 with a \$200 seasonal fee.*
- *Near Major Cities*
- *Competitive wages*
- *Thursday night is movie night at the town beach*
- *Lots of cultural opportunities!*

Host Website: <https://www.thedunesclub.club/>

Site of Activity: *The Dunes Club*

Parent Account Name: *The Dunes Club*

Host Address: *137 Boston Neck Rd Narragansett , Rhode Island , 02882*

Nearest Major City: *Providence , Rhode Island , Less than 50 miles away*

PLACEMENT INFORMATION

Job Description:

- o *Sets up dining venues for all functions.*
- o *Sets up stations and performs assigned side work.*
- o *Provides immediate attention to all members/guests upon seating.*
- o *Takes members'/guests' orders.*
- o *Enters order into the computer; tells cooks about any special cooking instructions.*

- o Assembles food on tray; procures items from each station as necessary.*
- o Serves meal and places dishes by courses in front of each person.*
- o Checks back to ensure member/guest satisfaction.*
- o Removes dishes when meal is finished.*
- o Assures all charges on the guest check are accurate and proper account number and signature are attained.*
- o Advises supervisor of any complaints as soon as they occur.*
- o Performs clean-up and closing duties as assigned by supervisor.*
- o Turns in all signed checks at the end of each meal period to supervisor.*
- o Checks out with supervisor before leaving each night.*

Typical Schedule:

Wednesday through Monday with varying hours depending on dining room functions.

Seasonal changes to job duties or available hours: Yes

Weekly hours will be different due to changes in the operating season. Job duties at beginning or end of season may be different.

Drug Test required: No

COMPENSATION

Hourly Wage: \$8

Eligible for Tips: Yes

Gratuity is added at a rate of 20% to each function and is pooled among waitstaff. Gratuity is added to the employees pay and is taxed accordingly.

Estimated weekly wages including tips: \$954

Bonus: Yes

End-of-the-year bonus based on work obligation fulfillment.

** All figures above are pre-tax*

Estimated average number of hours per week: 40

Estimated minimum number of hours per week: 35

Estimated maximum number of hours per week: 45

Potential fluctuation in hours per week:

Hours may fluctuate due to the number of functions booked. Early and late seasonal changes in operating hour may affect the number of hours worked.

Average number of hours per week reached by last year's seasonal employees: 38

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

Both lunch and dinner are available to all employees at no cost.

JOB REQUIREMENTS

English Level required:



Upper-Intermediate

Required to be 21+: No

Previous Experience required: Yes

Minimum 2 years' experience in food service industry required.

Qualifications & Conditions

Lifting

Lifting requirement: 25lbs/11kgs

Description:

Must be able to lift and carry dinner trays, moving tables and chairs. Functions may be held outside.

Standing for entire shift

Working outdoors

Job Training required: Yes

Length of job training:

On the job training.

Hours per week during training period: 35

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Participant must be TIPS or STOP certified (Alcohol Awareness Class) which we provide, on site, to the employee free of charge.

Need to wear uniform: Yes

Uniform Policy:

Uniform will be provided upon arrival.

Cost of uniform: \$0

Uniform laundry: Participant responsibility

Dress Code: Yes

Description:

While on duty, employees are not allowed to wear gaudy jewelry, strong smelling perfume, heavy makeup. Uniforms must be neat and clean and worn as prescribed. Employees must maintain a high degree of personal grooming and hygiene while on duty. Appropriate shoes must be worn.

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Karaoke Nights or Talent Shows, Will provide information about Events, Local Resources, Attractions/Sites, Local Community

Additional Details about Cultural Offerings:

The Dunes Club encourages its employees to travel to nearby attractions and cities. Our employees that are locals take it upon themselves to interact with the new employees and show them the sights.

Local Cultural Offering:

Thursday night is movie night at the town beach

The Summer Concert Series is every Friday night at the town gazebo

On 4th of July we celebrate with spectacular fireworks

In mid-July the town hosts a "Blessing of the Fleet" with a 10-mile road race

<https://narragansettcoc.com/event-calendar/>

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:

On property housing is provided at 137 Boston Neck Rd., Narragansett, RI. Rooms are double occupancy, with the exception of two triple rooms. Bedding and linens are provided. Bathroom is shared with adjoining room. Rooms are air conditioned and heated. Wi-Fi is provided. Employee beach access available. 24-hour security available on premises. Employee is charged a onetime utility fee of \$200.00 which is deducted from the employee's paycheck.

Lease Agreement: Yes

Onsite Amenities:

WiFi: Yes

Description:

Cox Internet

Phone Service: Yes

Description:

Cox Telephone

Kitchen facilities: No

Description:

Employees will dine in the employee cafeteria which is staffed with an employee chef.

Laundry facilities: Yes

Description:

Coin-operated washing machines and dryers are available and located in the laundry room in the helps quarters.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 2

Maximum Occupancy Per Room: 3

Suggested Occupancy Per Room: 2 - 3

Rooming Arrangement Description:

Rooms are not co-ed unless requested by employee. You may request to live with a friend/partner.

Provided Housing Cost:

Required to Pay for Provided Housing: No

Utilities Costs: Yes

Cost per Week: \$0

Description:

\$200 seasonal fee

Housing Deposit: No

Transportation to Worksite:

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: Housing is located on property with a minute walk to the Club.

ARRIVAL INFORMATION

Arrival Instructions:

There are two options for your travel to Narragansett, RI. We suggest flying into Boston Logan International Airport (BOS) which offers more flight options and is typically more affordable for students.

1. Boston Logan International Airport (BOS)

We recommend that students fly into Boston Logan International Airport (BOS) and take a bus or train to Providence, RI (approximate travel time 1-1.5 hours). The cost of a one-way bus or train ticket to Providence will be about \$24.00 Peter Pan Bus Lines (<https://peterpanbus.com/>) and Amtrak (<https://www.amtrak>) both arrive in downtown Providence. Students must email arrival information to Karen Donnelly at karen@thedunesclub.org at least 2 WEEKS prior to arrival to the United States. Details about a scheduled pick up will be communicated to the student prior to departure.

2. Rhode Island TF Green Airport (PVD)

Students also have the option to fly into Rhode Island TF Green Airport (PVD) where we will be available to pick up students at the arrival's terminal. Students must email arrival information to Karen Donnelly at karen@thedunesclub.org at least 2 WEEKS prior to arrival to the United States. Details about a scheduled pick up will be communicated to the student prior to departure.

The Dunes Club Prefers that students arrive on Mondays, Tuesdays, or Wednesdays.

Upon pickup, students will be taken to the grocery store.

Suggested Arrival Airport:

John F Kennedy International Airport, JFK, Over 50 miles

Boston Logan International Airport, BOS, Over 50 miles

Rhode Island TF Green Airport, PVD, Less than 25 miles

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

If arriving after regular hours:

Suggested After-Hours Accommodation:

Ramada by Wyndham

800 Morrissey Blvd.

Boston , Massachusetts 02122

[https://www.wyndhamhotels.com/ramada/boston-massachusetts/ramada-boston/overview?](https://www.wyndhamhotels.com/ramada/boston-massachusetts/ramada-boston/overview?CID=LC:RA::GGL:RIO:National:13366&iata=00093796)

CID=LC:RA::GGL:RIO:National:13366&iata=00093796

(617) 379-3902

\$100 to \$150

TRAINING AND ONBOARDING

Pre-Arrival Onboarding: Yes

Application and uniform sizing upon arrival.

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 provide transportation to the nearest Social Security office.

Nearest SSA Office: Newport , Rhode Island , Less than 25 miles

Other:

Wage Payment Schedule:

Employees are paid every other Thursday. Funds must be direct deposited into their bank account.

Meal Plan: Optional

Estimated Cost Per Day: \$0

Meal Plan Description:

We provide meals 7 days a week We have an employee cafeteria where you can go in the morning for cereal, toast, coffee, etc Employees can't cook their own meals Our chef can accommodate food allergies

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

While on duty, employees are not allowed to wear facial piercings, gaudy accessories or jewelry, strong smelling perfumes, heavy make-up, or other paraphernalia. Beards are not allowed for men.

Second Job Availability: No, unlikely

Applicable Company Policies:

Serving a Club membership is practically an around-the-clock, everyday operation, including Sundays and holidays. While all employees cannot have the same schedule or working hours, you can be assured that your schedule is arranged to give you the best possible working hours while meeting the requirements of your department to give members and their guests efficient and satisfactory service.

You are not permitted to smoke (by way of either tobacco or e-cigarette), vape, or chew tobacco while on duty. Smoking is only permitted in designated areas and only during mealtimes or authorized breaks.

Cell phones may NOT be used while you are on duty except to perform duties associated with your employment with The Dunes Club. Dunes Club phone lines are for business and member use only.

COMMUNITY AMENITIES

Walking Distance from Worksite:

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

Walking Distance from Housing:

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