



## H-2B Related Job Order Form

MDCS USE ONLY

Job Order Filing Date: 2/17/22

CNPC Case #:

Job Order #:

Close Date:

**Job Order Filing:** H-2B related job orders are submitted in connection with a concurrently submitted **Application for Temporary Employment Certification for H-2B workers**. The job order must be filed with the MassHire Department of Career Services (MDCS) between 90-75 calendar days before the anticipated date of need. Please Send this Job Order Form to: [h2bprograms@detma.org](mailto:h2bprograms@detma.org).

### I. Employer Information

1. Business Name: Westmoor Club Management, LLC

2. Doing Business As (DBA), if applicable: The Westmoor Club

3. Business Address (Street, City, State, and Zip Code):

Street: 10 Westmoor Lane

City: Nantucket

State: MA

Zip Code: 02554

4. Email: richard.belair@thewestmoorclub.com

5. Phone #: +15082289494

6. FEIN #:

### II. Agent/Representative Information (if applicable)

1. Contact Name: Keith Andrew Pabian

2. Contact Job Title: Attorney

3. Address (Street, City, State, and Zip Code):

Street: 40 Speen Street, 4th Floor

City: Framingham

State: MA

Zip Code: 01701

4. Email: keith.pabian@pabianlaw.com

5. Phone #: 6179399444

6. Fax #:

### III. Joint Employer (if applicable)

1. Business Name:

2. Contact:

3. Address (Street, City, State & Zip Code):

### IV. Job Opportunity Information

1. Occupational Title: Server

2. O' Net Code: 35-3031

3. NAICS Code: 713910

4. Job location(s); List if multiple or different from business address above:

10 Westmoor Lane Nantucket, MA 02554

1 Swains Wharf Road Nantucket, MA 02554

5a. Anticipated Start Date: 5/15/22

5b. Anticipated End Date: 10/15/22

6. ☒ Temporary

☒ Full time

☐ Part time

7. Total Number of Job Openings: 18

8a. Workdays:

☒ S

☒ M

☒ T

☒ W

☒ T

☒ F

☒ S

8b. Provide business necessity if all days are selected:

The Employer is a private country club that is open seven (7) days a week. Work may be performed on any day of the week from Monday through Sunday based on business needs.

9. Wage Rate: \$ 17.68 /Hr.

10. Hours/week: 35.00

11. Employer will use a single workweek as its base for computing wages due. ☒

12. Work Hours From: 8:00am To: 3:00pm

13. Frequency of Pay: ☒ Weekly ☐ Bi-weekly ☐ Other:

14. Availability of overtime: ☒ Yes ☐ No

15. Overtime Rate: \$ 26.52

16. On-the-job training available: ☐ Yes ☒ No

17. If multiple wages based on duties/location, include wage range per hour:

From: \$ 17.68 To: \$ 24.00

Location:

From: \$ To: \$

Location:

From: \$ To: \$

Location:

From: \$ To: \$

Location:

18. Employer will make all deductions from worker's paycheck required by law ☒

19a. Provision of board, lodging, or other facilities?

☒ Yes ☐ No

19b. Cost of lodging that will deducted: \$ 75.00

20. Daily transportation provided to and from worksite? ☐ Yes ☒ No

21. Elective deductions (Savings, health insurance, etc.)

Optional housing is offered for workers who are relocating to begin employment. Cost of housing, if accepted, is up to \$75.00 per week. If used, total cost of housing will be deducted from paycheck. For returning employees, housing cost may be discounted by 50%, or provided at no cost, depending on years of service. A \$225.00 refundable security deposit is required, to be deducted from paycheck in equal \$45.00 installments from employee's first five (5) paychecks.

22. Three-fourths guarantee: the worker will be employed for a total number of work hours equal to at least three-fourths of the workdays of each 12-week period, if the period of employment covered by the job order is 120 or more days, or each 6-week period, if the period of employment covered by the job order is less than 120 days. ☒

## V. Job Description

1. Provide a complete description of the job duties and qualifications List minimum education, experience, and specific requirements for the job. (all job duties must be disclosed on this form):

Start Date: May 15, 2022

End Date: October 15, 2022

Westmoor Club Management, LLC d/b/a The Westmoor Club, located in Nantucket, MA seeks eighteen (18) full-time, temporary Servers who will be responsible for setting-up the dining areas, taking and placing guest orders, carrying trays and plates, serving food and mixing and serving alcoholic and non-alcoholic drinks, cleaning and clearing tables, and stocking the bar as needed.

Will report directly to the Food and Beverage Director at The Westmoor Club.

Three (3) months of front-of-house experience in a fine-dining or high-volume environment at a high-end restaurant, resort, or private club required.

Applicant must complete pre-employment background check.

Applicant must complete COVID-19 test within 72 hours of arrival and provide proof of vaccination with an approved COVID-19 vaccine.

All worksites located in Nantucket, Massachusetts. Travel throughout this area is required. Transportation between worksites is

2. Workers will be provided with the tools, supplies, and equipment required to perform their duties at no charge. ☒ Yes ☐ No

3. Explain in full details, how the workers will be provided or reimbursed for the transportation and subsistence from the place of recruitment to the place of work?

If the worker completes 50% of the work contract period, employer will pay directly for and/or reimburse workers for transportation and subsistence from the place of recruitment to the place of work. Upon completion of the work contract or where the worker is

4. Applicants will be directed to inquire about the job opportunity or send applications, indications of availability, and/or resumes directly to the nearest office of the SWA in the State in which the advertisement appears and include the SWA contact information. ☒

## VI. Assurances and Obligations

The employer requesting H-2B workers and employing workers in corresponding employment under an Application for Temporary Employment Certification agrees that it will abide by the assurances listed at **20 CFR 655.20** (Assurances and obligations of H-2B employers.) with respect to terms and conditions of employment of its H-2B workers and any workers in corresponding employment. ☒

## Employer/Agent Certification

I hereby certify to the best of my knowledge that the representation of the terms and conditions of employment contained herein is true and accurate. I acknowledge that any false or misleading representations in this job order may result in immediate cancellation of the job order or the initiation of discontinuation of services pursuant to **Title 20, Chapter V, Part 658, Subpart F**. ☒

## Employer/Agent Agreement

I hereby designate the agent or representative identified in Section II.1 and VI.2a of this form to represent me in accordance with **20 CFR 655.8** to act on my behalf for the purposes of labor certification. I take full responsibility for the accuracy of any representations made by my agent or representative on this H-2B Job Offer form and any supporting documentation. ☒

1a. Employer's Name: Richard Belair

1b. Date: 2/17/22

2a. Representative's Name:

2b. Date:

## VII. MassHire Department of Career Services Contact Information

State Workforce Agency:	MassHire Department of Career Services	Contact Person:	FLC Unit Supervisor
Address:	19 Staniford Street	Phone:	617-626-5587
City/State / Zip Code:	Boston, MA 02114	Email:	<a href="mailto:h2bprograms@detma.org">h2bprograms@detma.org</a>

## VIII. MDCS Office Use Only

Reviewed By:  Date:  Deficiencies Noted: ☐ No ☐ Yes

Rev.11/1/21

CLEAR FORM

SAVE FORM