

Florida Job Order Print Document

Job Order: **11986573**

Print Date: **8/4/2022 2:30:11 PM**

Office: **CareerSource Palm Beach County - 4635 - South**

LWDB: **CareerSource Palm Beach County**

Employer Information:

Employer Name: **The Polo Club of Boca Raton**

How to Apply: **By Mail**

Company Website: **NA**

Application Comments: **Inquire or send applications, indications of availability, and/or resumes to Florida State Workforce Agency, 4941 Coconut Creek Parkway, Coconut Creek, FL 33063, 954-969-3541. Job Order 11986573**

Mail resume to Malvika Goswami, The Polo Club of Boca Raton, 5400 Champion Blvd, Boca Raton, FL 33496, 561-912-1030.

Location:

Main Address:

**The Polo Club of Boca Raton (main)
5400 Champion Blvd.
Boca Raton, FL 33496**

Mailing Address:

**5400 CHAMPION BLVD
ATTN: DIRECTOR OF HR
BOCA RATON, FL 33496**

Contact:

Contact: **Malvika Goswami**

Phone: **(561) 912-1030 x**

Fax: **(561) 912-1009**

Title: **Human Resources Director**

Email: **malg@poloclub.net**

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Job Details:

Occupational Code: **35903100 Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop**

Job Title: **Host/Hostess**

Industry Code: **713910 - Golf Courses and Country Clubs**

Number of Positions: **4**

Referrals: **9999**

Earliest Date to Display: **08/05/2022**

Last Date Job Order Will Display: **10/05/2022**

Job Order Followup: **09/04/2022**

Job Type: **Temporary**

Job Time Type: **Full Time (30 Hours or More)**

Duration: **Over 150 Days**

Special Job Category: **Foreign Labor Certification**

Job Duties and Skills:

Description: **Host/Hostess at The Polo Club of Boca Raton Property Owners Association, Inc.**

Start Date: **October 25, 2022**

End Date: May 20, 2023

The Polo Club of Boca Raton Property Owners Association, Inc., Florida, seeks four (4) full-time, temporary Hosts/Hostesses who will be responsible for providing guests with menus, assigning patrons to tables suitable for their needs and according to rotation so that servers receive an appropriate number of seatings, greeting guests and seating them at tables or in waiting areas, answering telephone calls and respond to inquiries or transfer calls, and operating cash registers to accept payments for food and beverages.

Will report directly to the Director of Food & Beverage at The Polo Club of Boca Raton Property Owners Association, Inc..

Three (3) months of 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 and drug screening.

Travel is not required.

Daily transportation to and from worksite is provided.

On-the-job training is provided.

Wage: \$13.00 - \$16.00 per hour, paid bi-weekly. Overtime is available at \$19.50 - \$24.00 per hour. Additional compensation may be available in the form of a returning workers bonus (\$500 upon joining and \$1000 at the end of the season). A discretionary holiday bonus of up to \$500 may be available.

Schedule: 40 hours per week. Work schedule can vary and can include evening, weekend, and holiday hours. Work may be performed on any day of the week from Monday through Sunday. Example shifts: 9:00am - 5:00pm, 12:00pm - 8:00pm, or 3:00pm - 11:00pm. Shift hours may vary.

A single workweek will be used to compute wages due.

Optional housing, including utilities, is offered on a first-come, first-serve basis for workers who are relocating to begin employment. Cost of housing, if accepted, is \$330.00 per bi-weekly pay period. If used, total cost of housing will be deducted from paycheck. A \$150.00 refundable security deposit is required, to be deducted from paycheck in equal \$10.00 installments from employee's first fifteen (15) paychecks.

All deductions from paycheck required by law will be made.

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 dismissed earlier, employer will provide or pay for worker's reasonable costs of return transportation and subsistence back home or to the place the worker originally departed to work, except where the worker will not return due to subsequent employment with another employer. The employer will pay directly for and/or reimburse workers for all reasonable inbound transportation and subsistence costs within the first workweek. The employer will pay directly for and/or reimburse workers for all reasonable outbound transportation and subsistence costs during the last workweek. The amount of transportation payment or reimbursement will be equal to the most economical and reasonable common carrier for the distances involved. Daily subsistence will be provided at a rate of \$14.00 per day during travel to a maximum of \$59.00 per day with receipts.

The employer guarantees to offer work for hours equal to at least three fourths of the workdays in each 12-week period of the total employment period.

The employer will provide workers at no charge all tools, supplies, and equipment required to perform the job.

H-2B workers will be reimbursed in the first workweek for all visa, visa processing, border crossing, and other related fees, including those mandated by government (excluding passport fees).

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Special Software/Hardware Skills Needed: No

Special Skills:

Job Requirements:

Minimum Age:

Test Done By: **No test required**

Required Tests: NA

Hiring Requirements: **Background Checks, Other(specify)**

Hiring Requirements Other: **Applicant must complete pre-employment background check and drug screening.**

Education Level: **No Minimum Education Requirement**

Months of Experience: **3**

Requires a Drivers License: **No**

Near Public Transportation: **No**

Drivers License Certification:

Drivers License Endorsements:

Compensation and Hours:

Minimum Salary: **13.00 Hour**

Maximum Salary: **16.00 Hour**

Pay Comments: **Will discuss with applicant**

Supplemental Compensation: **Yes**

Hours per Week: **Hours Vary**

Actual Hours:

Shift: **Other, see job description**

Benefits: **Other**

Other Benefits: **Optional housing, including utilities, is offered on a first-come, first-serve basis for workers who are relocating to begin employment. Cost of housing, if accepted, is \$330.00 per bi-weekly pay period. If used, total cost of housing will be deducted from paycheck. A \$150.00 refundable security deposit is required, to be deducted from paycheck in equal \$10.00 installments from employee's first fifteen (15) paychecks.**

Job Order Information to be Displayed Online:

Job Order Information Online: **Company Name is displayed, One-stop staff does not screen applicants**

Job Application Information Needed:

Req Section

- Contact Information
- Employment History Allow individuals that have never had a job to apply (eg. College graduates)
- Education History
- Certifications

Desired Job Type

Other Information:

Green Job: **No**

Featured Job: **No**

Federal Contractor: **No**

Job Order is for Veterans Only: **None Selected**

Staff Information:

Category: **Regular (Non Domestic)**

Status: **On Hold**

Reason: **Other**

Future Release From Hold: **8/29/2022 12:00:00 AM**

Subsidized by ARRA (Stimulus): **No**

In an Enterprise Zone: **No**

Court Ordered Affirmative Action: **No**

Job Developer Mandatory Listing: **None of the items listed**

Employer Status: