



# JOB DESCRIPTION

## JOB INFORMATION

**Host Site:** HCMS in Iowa City, IA (Procter & Gamble)

**Remarks:** Placement locations are in **Iowa City, Iowa** area.

**\* 3 months work commitment**

**\* ALL Students may wait up to 7 days to begin work**

**Employers needs:** Students, both males and females

**Level of English required:** Intermediate conversational level of English. An English interview must be passed

**Skills required:** Must be able to lift light to medium weight

**Available positions:** **Light assembly** in an assembly facility. Need to be able to lift 50 pounds (25 kg). The average amount lifted is close to 30 pounds (15 kg). **There is a drug test required**

**Dress code:** No uniform required. Comfortable closed toe shoes

## HOUSING

**Is employee housing available:** YES

**Housing description:** Apartments are multi bedroom units with a kitchen and a bathroom, 2-4 students will share a bedroom, depending on size, 2 to 6 to share the bathroom. There is a basic rental furniture provided (bed, table and chairs). All utilities with apartment, **no linens or kitchen utensils**

**Housing deposit:** \$100 refundable, less \$50 cleaning fee

**Cost of housing:** \$75/week — the sub-lease will have the same length as the DS-2019 Form. The minimum required time to be committed to the housing is 3 months. If after 3 months, but before the end of the DS-2019 a student wishes to depart, he/she must notify HCMS in writing by e-mailing the HCMS local supervisor

Housing deposit & first month rent are due upon arrival (\$400)

## TRANSPORTATION

**Arrival pick-up provided:** YES

**On site transportation:** Public transportation, walk, bicycle (\$80) or if HCMS provides it, the rate will be \$5/day

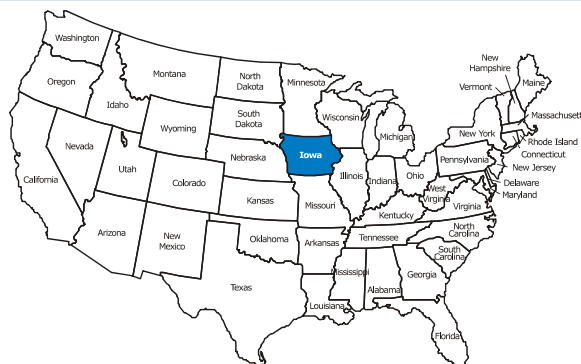
## ARRIVAL

**Arrival procedures:** Students should arrive into Chicago, IL by plane and take the Greyhound bus to Iowa City, IA. They must arrive during the week and not after 5PM. The arrival details must be sent with at least 10 days prior to arrival. If they arrive on the weekend or late at night, they are responsible to get a hotel until the next working day for pick up

**Area information:** Please visit <http://www.icgov.org/>

## OTHER COMMENTS

HCMS Conditions to be signed



## Dates of employment:

Start date: **05/20/2009**—06/20/2009

End date: 09/08/2009 —10/20/2009

**ALL students must arrive by 06/20/2009**

## Wage:

1st shift: \$8/hour with \$0.5/hr bonus \*

2nd shift: \$8.35/hr with a \$0.50/hr bonus \*

3rd shift: \$8.60/hr with \$0.50/hr bonus \*

\*bonus is per worked week, must respect schedule. **No guarantees for a specific shift**

**Avg. hours per week:** 32-40

**Overtime:** Might be available, not guaranteed. If available, pays time and a half

**Frequency of pay:** Pay is every two weeks, distributed on Mondays