



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

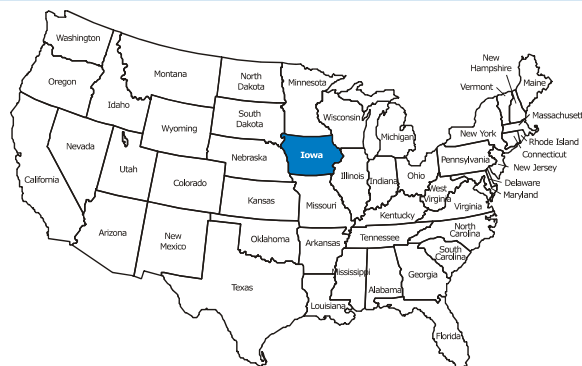
Is employee housing available: YES

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 — **student must sign the lease with ending date of DS-2019 Form, which must be 3 months minimum.** Students are responsible for the rent for the duration of the lease

Housing deposit and first month rent are due upon arrival



Dates of employment:

Start date: 03/10/2009 — 04/01/2009

End date: 06/10/2009 — 08/01/2009

ALL students must arrive by 04/01/2009

Wage:

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

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

3rd shift: \$8.85/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

TRANSPORTATION

Arrival pick-up provided: YES

On site transportation: Public transportation, walk, bicycle 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