

Position Details

Overview

Position Title: *Housekeeper (Early) -Sum27*

Position Code: *PC1648620*

Host Company Name: *Harbor Square Suites (Put in Bay, OH)*

Host Company Description:

Are you looking for an exciting opportunity to work in the heart of Ohio's favorite island getaway? Harbor Square Suites in downtown Put-in-Bay is seeking enthusiastic, hospitality-minded individuals to join our team.

At Harbor Square Suites you are in the heart of all the action on Put-in-Bay. You are just steps away from great restaurants, historical attractions, our beautiful lake and the most fun you will have all summer. You are also a short boat ride away from Cedar Point, the best amusement park in the world, as well as the other Lake Erie Islands. There is no place in the world like Put-in-Bay.

As a J-1 Work & Travel participant, you'll be part of a friendly, energetic team and gain hands-on experience in the hospitality industry. You'll interact with visitors from across the U.S. and the world, giving you the chance to practice your English, build communication and customer service skills, and immerse yourself in American culture.

Put-in-Bay is a unique island community with stunning lake views, fun outdoor activities, live music, and a bustling summer scene. Working at Harbor Square Suites means not only gaining professional experience but also enjoying the island lifestyle, making your summer both productive and unforgettable.

Interested in a Summer Job that takes you to a beautiful island resort community? Come experience "Island Life" at the most popular Island in the Great Lakes Region!

Add an island in your Life. Join us in Summer 2027

City: *Put in Bay*

State: *OH*

Gender Preference: *No Preference*

English Level: *Advanced*

Minimum Age: *18*

Earliest Start Date: *5/1/2027*

Earliest End Date: *9/1/2027*

Latest Start Date: *5/26/2027*

Latest End Date: *9/26/2027*

Position Details

Average Hours/Week: *32*

Typical Schedule:

You may work a variety of morning and afternoon shifts.

It may not be possible to have a set schedule each week and friends traveling together may not be able to be given the same day off.

Working weekends and holidays is required.

Additional Hours Details:

You will average 32 hours per week over the course of your program. Some weeks may be less, some weeks may be more depending on business needs.

You will average 32 hours, weekly, over the course of your program.

Position Description:

Participants must appreciate hard work; enjoy working with and for others; take pride in a job well done; and be committed to providing first-class service to guests.

The work is highly customer oriented. Participants must be willing to do various cleaning jobs and must be willing to work on their feet all day. This is a great job for someone who likes to move around a lot and not stay in one place for their entire shift.

Housekeepers are responsible for the cleaning and maintenance of Hotel guest rooms. You will also be responsible for the cleaning and maintenance of other areas of the property. Approximately 60% of your time will be spent housekeeping in the guest accommodations and 40% of your time will be spend in the pool area and other areas on the property grounds.

You must arrive by the date agreed upon at the interview, and listed on your work offer, and are expected to work until the last day listed on your work offer.

You will be expected to arrive to work on time, every day, and dressed in proper uniform.

Harbor Square Suites has high standards of cleanliness and guest service. You will be expected to make sure you perform your job responsibilities as taught in training and according to company standards.

Since you will have interaction with the guests, advanced English is required.

SECOND JOBS:

It is possible for participants to obtain a second job, but the second job must not interfere with the schedule for your job at Harbor Square.

Intrax participants are not permitted to begin working at a second job without obtaining approval of the job from Intrax.

Required Duties:

- * Making beds*
- *Cleaning bathrooms*
- *Cleaning kitchens*
- *Dusting,*
- *Vacuuming,sweeping floors.*
- *Folding linens*
- *Removing dirty linens and towels from rooms*
- * Removing garbage from the rooms.*
- *Assisting with the laundry.*
- **You may also have to move couches and other furnishings to clean around them.*
-
- *Emptying trash in the pool area and public areas.*
- *Cleaning the hotel grounds*
- * Cleaning the pool area.*
- *Other duties as assigned*

Skills Required:

Superior customer service skills are a must. Excellent organizational and multi-tasking skills will be needed. You must be able to work on your feet for long periods of time. This position requires being able to work in a very fast paced environment.

Supplies Required:

Supplies Cost:

Company Policies:

Interview Required?: No

Additional Information:

Training Dates:

Different Training Period Wage:

Physical Demands:

Must be able to stand for long periods of time; Must be able to work with cleaning and sanitation products; Performing duties which require bending, reaching, and/or lifting; Lifting & transporting up to 25/30/50/100 pounds

Drug Testing Requirements:

Meals Included:

Transportation:

Host Placement - Related Costs:

Benefits Provided by Host:

Pay Rate: USD 13.00

Pay Frequency: Bi-Weekly

Pay Notes:

Overtime Available? Yes

Overtime Rate: 13.00

Days Before Start of Work: 1

Tipped Position? No

Accepts Couples? No

Accepts Groups? Yes

Second Job Allowed? Yes

Company Provided Housing? Yes

Arrival Information

Recommended Airport: Cleveland Hopkins International Airport (CLE)

5300 Riverside Dr, Cleveland, OH 44135

Nearest Bus Station: GO BUS <https://ridegobus.com/routes/>

Located in Sandusky, OH and Port Clinton, OH

Greyhound Bus Station

Located in Sandusky, Ohio

www.greyhound.com

Nearest Train Station: Sandusky, Ohio

www.amtrak.com

Transportation to Company:

You will be responsible for providing your own transportation to and from work. Housing will be located within walking or biking distance of your work location.

Reporting Instructions: *All participants must contact the employer with your travel arrangements before your arrival to the USA.*

You MUST check in on your MY INTRAX account the day you arrive in the United States.

Travel Instructions:

Fly into Cleveland Hopkins International Airport and then take the GO BUS to Port Clinton, Ohio or to Sandusky, Ohio.

<https://ridegobus.com/routes/>

Upon arriving to Port Clinton or Sandusky take an Uber to the Jet Express boat Dock (www.jet-express.com). The Jet Express does not run from Sandusky every day until some time in June. Please be sure to check the Jet Express schedule to determine if you will travel to Sandusky or Port Clinton to get the Ferry to the Island.

Purchase a one-way ticket to Put-In-Bay from the Jet Express ticket window.

Nearest Social Security Office: *Closest Social Security Office:*

252 WAYNE STREET
SANDUSKY, OH 44870

Social Security Instructions:

The Host Company can assist you with how to arrange travel to the Social Security office in Sandusky, Ohio.

You must wait at least 7 days after checking in on your MY INTRAX account before applying for Social Security.

Area Information

Area Information:

Put-In-Bay, Ohio, on South Bass Island has been an ideal stopping point for boaters ever since Native Americans "put in at the bay" during their many journeys across Lake Erie.

<https://www.visitputinbay.org/>

<https://putinbay.com/>

Since 1864 the island has been a tourist destination and hundreds of thousands of visitors have enjoyed the small town quality and quaintness of this island resort community every year.

More than three-quarters of a million visitors visit the downtown area each season and enjoy the Victorian era buildings that dominate Delaware Avenue. Put-in-Bay offers a wide variety of activities for the entire family: A narrated island tour, charter fishing, nine holes of golf, a visit to our 6,000 square foot historical museum, biplane rides, a tour of an historic island press house, a visit to our Butterfly House, helicopter tours of the islands, boating, sailing, swimming, a Nature Trail, 18 holes of miniature golf, gem mining, an antique car museum, para-sailing, cave tours, two wineries, beautiful vineyards, excellent dining, RC car racing, a stop at the Perry Memorial's Visitors Center, a visit to the Nature Museum, kayaking, jet skiing, fishing, and a visit to our aquatic resource center are all activities you will want to take part in when staying on the Island.

There's also an exciting mix of unique shops, restaurants and nightlife that can't be beat!

During the afternoon and evening you'll find a wide selection of musical entertainment throughout the "Village Square" and there's always something to do!

We invite you to spend the summer in Put-In-Bay and learn to "Celebrate Island Style".

Climate:

Summer temperatures on the Island range from 65-85 degrees during the day and 55-75 degrees at night.

Participants should bring comfortable shoes, as you will be walking everywhere and have to stand for long hours. Summer days can be warm, but don't forget to bring a jacket for those chilly evenings. Participants should be sure to bring a swimsuit to take part in the Island's exciting water activities

Closest Major Cities:

Toledo, Ohio is 38 miles away

Detroit, Michigan is 48 miles away

Cleveland, Ohio is 51 miles away.

Distances to major cities do not include the 45 minute ferry ride from the Island to the Mainland.

Cultural Opportunities:

There are so many cultural opportunities available to you that you won't have time to get bored. Here's just a few of the exciting things to do:

**Island Tours of Put-In-Bay and Kelley's Island.*

**Perry's International Peace Memorial*

**Kayaking*

**Hiking*

**Rock and Roll Hall of Fame in Cleveland, Ohio*

**Museums*

**Cedar Point Amusement Park in Sandusky, Ohio*

**Boating, swimming, Jet Skiing and other water sports.*

**Beaches and Parks*

**Community Events*

**Restaurants, Shopping, nightlife, and more fun than you can fit into one summer!*

Website: <https://www.facebook.com/HarbourSquareSuites/>

Additional Website Info:

Accommodation Option: Harbor Square Suites Employee Housing**Address:**

4710 Put in Bay Rd.
Put in Bay OH
43456 - United States

Type:

Company Arranged: Yes

Company Recommended: Yes

Description:

Participants working at Sand Bar are expected to live in the housing provided. Participants who choose not to move into employee housing, or who move out of housing early, may be required to resign from their position at teh Sand Bar.

Participants who quit their jobs, are terminated, move out of housing early, or cause damage to the housing will not be eligible for a refund of the housing deposit.

You will be expected to keep your housing clean, get along with your roommates, treat your housing with respect and abide by the set rules!

It is a large house and have been newly renovated. you will be living with additional employees, could also include domestic employees.

Rooms are furnished with twin beds, a night stand and armoire(Closet). There are 4 people per bedroom and a total of 16 people with share a housing unit.

There are multiple shared bathrooms on each floor. The floors are separated by gender with men and women living on different floors.

Each floor has a full kitchen with all the necessary appliances and dishes.

The home is airconditioned and equipped with wifi.

There is living space inside and outside of the home to relax and spend time.

Estimated Weekly Cost: USD 100.00

Additional Weekly Cost:**Additional Cost Description:**

Rent is \$100 per week and will be deducted from your paycheck.

Deposit: \$200 due upon arrival and required to move in

\$200 Housing Deposit is refundable, at the end of your program, provided you complete the work dates listed in your job offer and do not cause damage to housing.

Participants who leave their jobs before their original end date, or who are terminated, are not eligible for a refund of their housing deposit.

Commute Options: Walking; Bicycle

Commute Cost:

Company Provides Transportation: No

Estimated Distance to Company:

Housing is located 1 mile from the housing location (approximately a 15 minute walk). Participants usually ride bikes to/from work or utilize the island taxi/shuttle services.

Gender Restrictions: *None*

Features:

Features Description:

Additional Information: