Position Details

Overview

Position Title: *Vanderbilt Hotel-Server Assistant (Late)-Sum27*

Position Code: *PC1649539*

Host Company Name: *Vanderbilt Hotel*

Host Company Description:
"Inspired by the insatiable wanderlust and rebellious spirit of Alfred Gwynne Vanderbilt, the historic downtown mansion once owned by the businessman and scion has been reinterpreted for the modern era as a lively and stylish social destination. From a secret bar tucked into a corner of the sumptuous Doris Duke-inspired parlor to the specially-commissioned series of mysterious and moody old world still lifes sprinkled throughout the foyer and lounge, the scene at The Vanderbilt is crackling with coastal curiosities and alluring eccentricities waiting to be discovered." https://aubergeresorts.com/vanderbilt/

City: *NEWPORT*

State: *RI*

Gender Preference: *No Preference*

English Level: *Advanced*

Minimum Age: *18*

Earliest Start Date: *6/1/2027*

Earliest End Date: *9/30/2027*

Latest Start Date: *6/15/2027*

Latest End Date: *10/10/2027*

Position Details

Average Hours/Week: *32*

Typical Schedule: *Shift may vary and consist of day and evening shifts.*

Working Weekends and Holidays is required.

Additional Hours Details:

Position Description:

The Restaurant Server Assistant is an essential part of the team and is responsible for assisting the server in executing a high level of service. Some duties include but are not limited to filling/refilling water, assisting in overseeing and maintaining table maintenance, including clearing, remarking, monitoring the guests' experience and anticipating their needs.

KEY RESPONSIBILITIES

- *Anticipate guest needs*
- *Assist server in assigned sections with water service, table maintenance, clearing, remarking, and resetting tables*

- *Clear communication with the service team, management and kitchen*
- *Assist delivering food and beverage to guests*
- *Assist in replenishing items for service to create a smooth shift*
- *Assist to maintain all areas of the restaurant looking clean and up to standard*
- *Assist preparing coffees and non alcoholic beverages*
- *Assist polishing glassware, glassware and silverware before and after every shift for dining room set up*
- *Assist moving dining chairs and tables within the dining room to prepare for service*
- *Maintain a professional image at all times during meal periods and following ARC service standards*
- *Assist as needed in other areas of the F&B division if requested by the F&B management*
- *Relate with guests concerning, confirm satisfaction with beverage and ensure care and high quality service*
- *Perform other duties as assigned*

REQUIRED QUALIFICATIONS

- *High volume restaurant experience is a plus*
- *Previous experience in customer service*
- *Must have attention to detail, be team-oriented*
- *Must have full availability to include all shifts, all days and all holidays*

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 the Vanderbilt

Intrax participants are not permitted to work a second job without first receiving approval from Intrax.

Required Duties: **Setting, clearing, and resetting tables*

**Deliver food and beverages to guests*

**cleaning duties*
**polishing glassware and silverware*
**setting up dining room for service*
**assisting servers*
**other duties as assigned*

Skills Required: *High volume restaurant experience is a plus*
Previous experience in customer service
Must have attention to detail, be team-oriented

Supplies Required:

Supplies Cost:

Company Policies:

Interview Required?: *Yes*

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 8.00*

Pay Frequency:

Pay Notes:

Overtime Available? *No*

Overtime Rate: *12.00*

Days Before Start of Work: *0*

Tipped Position? *Yes*

Accepts Couples? *No*

Accepts Groups? *No*

Second Job Allowed? *Yes*

Company Provided Housing? *Yes*

Arrival Information

Recommended Airport: *Providence Rhode Island is the closest. Boston Logan may have more affordable flights.*

Nearest Bus Station: *Newport has its own trolley that offers service around historic downtown: http://www.ripta.com/67*

Nearest Train Station: *Providence Rhode Island*

Transportation to Company: *You are responsible for getting to and from work every day.*

Reporting Instructions: *Please check in on your MY INTRAX account the day you arrive in the United States.*

Please keep in touch with your manager, and let them know your arrival date at least 2 weeks in advance.

Travel Instructions:
From TF Green Airport take the Rhode Island Public Transit Authority (RIPTA) Route #14: Newport.
RIPTA buses 14, stop at the far end of the commercial roadway in front of the airport terminal.
https://www.ripta.com/

From Boston Logan Airport. From any Terminal, take the Peter Pan Bus outside the baggage area. Take the bus to Providence, RI Downtown (Convention Center). The bus fare is about $24 and travel time is approximately 1.5 hours. www.peterpanbus.com

From the Peter Pan Bus Station in Providence, take an uber/taxi to the Vanderbilt Hotel.

Nearest Social Security Office:
The nearest Social Security Office is located at 130 Bellevue Ave, Unit 210, Newport, Rhode Island, 02840

401-849-0057

Social Security Instructions:
You must check in on your Intrax Account the day you arrive in the United States. Please wait at least 7 days, after checking in with Intrax, before applying for your Social Security card.

Area Information

Area Information:
Newport is a seaside city on the island of Aquidneck in the state of Rhode Island. Rhode Island is known as the "Ocean State" due to its picturesque location on the Atlantic. Newport is a top tourist destination in the New England region of the United States.

The city is famous for its grand and historic mansions that are located on the main streets. Newport was founded in 1639, and is therefore one of the oldest cities in the country. It was a center-point during the American Revolution. Newport was once used as a base for pirates trading on the seas!

The city became the summer home for some of the country's wealthiest families in the 1900s. This maritime city is the perfect spot for sailing and relaxing on the ocean.

Climate: Newport summers are warm, with average temperatures near 80 degrees Fahrenheit (26 Celsius). The weather can be cool and windy in the evening due to its proximity to the ocean. Pack a light jacket for the cooler temperatures.

Nearest Major Cities:

Providence, RI: 45 minutes

Boston, MA: 1.5 hours

New York City: 4 hours

Cultural Opportunities:
With beautiful beaches, historic sites, and excellent shopping, there is no shortage of fun things to do in Newport, Rhode Island!

The Cliff Walk is one of the most popular activities in town. Enjoy a 5 km hike and a picnic along the picturesque shoreline.

Fort Adams is the largest coastal fort in the United States. It is now a State Park, where you can tour the stone buildings and watch sailing races. The Newport Jazz Festival and Folk Music Festival take place at the fort every summer.

If you are a sports fan, Newport is home to the International Tennis Hall of Fame.

Tour the magnificent mansions on Bellevue Avenue!

Downtown Newport offers numerous specialty shops and excellent, New England-style seafood at the seaside restaurants.

Website: *https://aubergeresorts.com/vanderbilt/*

Additional Website Info:

Accomodation Option: Vanderbilt Hotel Employee Housing

Company Arranged: *Yes*

Company Recommended: *Yes*

Description:
Employee housing is provided in an apartment. You will be sharing housing with other employees, 2-3 employees per room.

Beds, linens, wifi, AC, full kitchen provided. Coin-operated laundry located in the basement.

Estimated Weekly Cost: *USD 180.00*

Additional Weekly Cost:

Additional Cost Description: *Rent costs between $180- $200 per week per person. Housing deposit is $200.*

Commute Options: *Walking; Bicycle*

Commute Cost:

Company Provides Transportation: *No*

Estimated Distance to Company: *1 mile (1.6 km)*

Gender Restrictions: *None*