


JOB DESCRIPTION: VALLEYFAIR THEME PARK
LOCATION: SHAKOPEE , MINNESOTA

EMPLOYER INFORMATION	
EMPLOYER	<ul style="list-style-type: none"> VALLEYFAIR THEME PARK, SHAKOPEE, MINNESOTA
JOB TITLE/ JOB DESCRIPTION	<ul style="list-style-type: none"> Ride Operator: Responsibilities include, but not limited to, ensuring the proper operation of the assigned ride location. Informing guests of and enforcing ride rules, regulations and admission requirements, handling guest situations and maintaining the cleanliness of the ride, ride area and entire park. Ensuring the cleanliness of the park walkways, common areas, trash can exteriors, drinking fountains, pay phones, and benches as well providing information and directions to the guests. Responsibilities may also include selling tickets for go-carts, bumper boats, adventure golf, and RipCord. Operations must be able to follow and use accepted and proper cash handling procedures with the use of a cash register. Position requires continuous standing, working outside in various weather conditions, two handed manipulation of control, climbing lifts or ladders up to 200 feet, assisting small children under 50 lbs and may be working with petroleum products. Must be mature, courteous and able to enforce policies clearly and consistently. Must be at least 18 years of age. Sweep duties require continuous walking during a six to ten hours shift. Rides Operators will assist in other areas of the park when necessary Food Service Team Member: Individuals must be friendly and honest. Responsibilities include but are not limited to: Ensuring the safe and efficient operation of assigned food location; Duties relevant to a fast service restaurant; Following correct and honest cash handling procedures when using cash registers; Interacting with hundreds of guests each day; Any cleaning duties that are involved in food service to maintain a clean and sanitary environment; Flexible to work unsupervised or as part of a team; Keeping the outside of your location clean and up to the standards of the park; Willing to assist in all areas of the Food operations Division. Po76 -11.16 Td

PAYCHECK FREQUENCY	<ul style="list-style-type: none"> • Paychecks paid every 2 weeks
MEAL DISCOUNT	<ul style="list-style-type: none"> • <input checked="" type="checkbox"/> No discounts on meals, but ValleyFair do have an employee cafeteria. Employees are able to prepare food in the kitchens in Employee Housing
WORK TRANSPORTATION	<ul style="list-style-type: none"> • Job site is located within walking distance from Housing Facility
UNIFORM REQUIREMENTS	<ul style="list-style-type: none"> • Uniform provided. Employees will provide their own shoes, pants. Please refer to the Uniform guidelines pages in the ValleyFair Information file
GROOMING CODE	<ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Yes. Facial hair for men should be clean shaven and hair above collar length. Good personal hygiene is a must, including daily shower and bath and use of deodorant. No visible tattoos or facial piercing during work
REASONABLE EXPECTATION	<ul style="list-style-type: none"> • Much depends on the economic conditions in the U.S. during your employment here. The hours (shifts) you work will vary day by day. If you find a part time job, please make sure that you prioritize your obligation to your primary employer
HOUSING INFORMATION	
HOUSING ADDRESS	<ul style="list-style-type: none"> • 5605 E. Hwy 101 (North dorm) or 5603 E Hwy 101 (South dorm), Shakopee, MN, 55379
COST OF HOUSING	<ul style="list-style-type: none"> • Housing is \$45.60 + tax per week with 4 students per room
HOUSING COLLECTION	<ul style="list-style-type: none"> • Employee housing payment will be automatically deducted from the paycheck
HOUSING DEPOSIT	<ul style="list-style-type: none"> • N/A
HOUSING DEPOSIT REFUND	<ul style="list-style-type: none"> • N/A
HOUSING FEATURES	<ul style="list-style-type: none"> • ValleyFair Commons are located on Valleyfair property, approximately 1 mile from ValleFair 's administrative offices. All International students must live in the park-provided ValleyFair Commons • J-1 employees are responsible for cleaning and maintaining their own room
HOUSING AMENITIES *Some of the housing amenities may no longer be available upon your arrival.	<ul style="list-style-type: none"> • Students per room: <input type="checkbox"/> 1-2 <input checked="" type="checkbox"/> 3-4 • Bunks: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Shared Kitchen facility: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Public coin Laundry: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Public Computer/Internet access: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Linens: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Telephone: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Private Bathroom: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO • Shared Bathroom/Shower facilities: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Air Conditioning\Heater: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Lounge Area: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Vending machines <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
SOCIAL SECURITY INFORMATION	
NEAREST SOCIAL SECURITY OFFICE	<ul style="list-style-type: none"> • Suite 1, 1811 Chicago Ave, Minneapolis, MN 55404
HOW AND WHEN TO APPLY FOR SOCIAL SECURITY	<ul style="list-style-type: none"> • The Social Security Administration suggests that you wait 10 days after arrival to apply. Kings Dominion will have representatives comes to the park to assist students in obtaining their Social Security Cards
SOCIAL SECURITY WEBSITE	<ul style="list-style-type: none"> • www.ssa.gov
AREA INFORMATION	
AVERAGE TEMPERATURE	<ul style="list-style-type: none"> • Summer temperature from 60s to 80s F (20s C) www.weather.com
WHAT TO WEAR	<ul style="list-style-type: none"> • Clothing for mild, rainy weather: comfortable shoes, pants, shorts, T-shirts
INFORMATION WEBSITE	<ul style="list-style-type: none"> • Job sites: www.janus-international.com, http://www.valleyfair.com/ • Visitor sites: http://www.exploreminnesota.com/
NEAREST CITY	<ul style="list-style-type: none"> • Minneapolis, MN - 22 miles • Saint Paul, MN – 29 miles
NEAREST INTERNATIONAL AIRPORT	<ul style="list-style-type: none"> • Minneapolis – Saint Paul International Airport
AREA DETAILS	<ul style="list-style-type: none"> • Public Transportation: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Greyhound Bus Station within City Limit: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (22 miles away) • Amtrak Train Station within City Limit: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (31 miles away) • Shopping Mall : <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (15 miles away) • Public Library: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO • Bank: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

<p>CITY FACTS</p>	<ul style="list-style-type: none"> • Valleyfair, is a 90 acre (0.5 km²) amusement park located in Shakopee, Minnesota, USA and is currently the largest amusement park in the Upper Midwest United States. • Shakopee, Minnesota is located just 25 minutes south of the Twin Cities. The land of 10,000 lakes is not just for fishing and camping. This metropolitan area boasts beautiful historical sites, shopping, restaurants and one of the most premiere theater districts around.
<p>ADDITONAL INFORMATION</p> 	<ul style="list-style-type: none"> • Your job may not be available if you arrive late. You will be able to start working within 5 days after you arrive at your job location. When you obtain your travel itinerary, please email it to Janus International at student@janus-international.com. Please note that you are responsible for verifying your university schedule prior to your travel arrangements. You must obtain approval from Janus International and/or your employer of any changes in your Job Start or Job Ending dates prior to your arrival in the U.S. If your employer is unable to accept that change, they have the right to cancel your Job Agreement. After your arrival in the U.S., any unauthorized early departure from your program or from your employer may result in loss of deposit, program cancellation and/or denial of a future visa application



Valleyfair

Advertisement Company



Valleyfair Commons
Bldg. 101

Information

Housing In

and Valleyfair Commons. The following is
arrangements.

We are pleased to welcome you to Valleyfair
information regarding your summer living ar

rooms) are located on Valleyfair property,
administrative offices. When arriving to
enter at the main entrance and take the first
main gate). This will take you to the

Location: Valleyfair Commons (a.k.a. the D
approximately 1 mile from Valleyfair's admin
Valleyfair from the airport you will want to e
right turn onto the frontage road (before the n
Valleyfair Commons.

ir Commons, please check in at 5605 East
line). The dorms are staffed 24 hours a day

Checking In: When arriving at the Valleyfa
Highway 101 (the far building, along the tree
so it does not matter what time you arrive.

at Valleyfair is \$45.60/week and will be

Cost of Housing: The cost of living on site a
deducted directly from your paycheck.

ed to each room. Please complete the room
Human Resources Office no later than
fic roommate on the form, we will do our

Room Assignments: Four people are assign
March 1, 2010. If you have requested a speci

urnished with two sets of twin sized bunk beds; four
chair and one refrigerator (4 cubic feet). All

Room Information: Each room is f
locker style closets, two dressers, and

responsible for your own bedding and for a padlock for the locker style closet. All of
these items can be purchased at the main desk of each building for a minimal charge.

range, microwave, and a refrigerator will be provided in your room.

Kitchen Facilities: A kitchen is located on each floor for you to use. The kitchens
contain two stoves, two toasters, a sink, and two microwaves. You are responsible for
cleaning up after yourself and keeping the kitchen clean and neat at all times.

Lounge Areas: Each floor also has a common lounge area for you to hang out and relax. Each lounge area contains a couch, chairs and tables. A TV and VCR/DVD player are available in each lounge for employees to use. Movies are available to check out at the main desk of the North Commons building.

Computers: We have two internet computers available for use in the main lobby of the North Commons. We also have two desktop computers at the main desk.

Telephone: A telephone is located in each room. If you change your room, please inform the staff, please give the room phone down from the staff. The housekeeping staff is responsible for taking care of the phone and answering machine.

Food Options: You are responsible for providing your own food. The dorms do have a few vending machines, which have sandwiches, milk, mini pizza ect. There are also a few snack bars located in the Commons. We have an employee cafeteria by the main administrative office that is open during season during park operating hours.

Laundry Facilities: Washers and Dryers are located on the first floor of each building for your use. The cost per load is \$0.75 each.

Money: You may not have a paycheck for up to three weeks after you start work.

A Few Housing Rules:

are from 10am to Midnight everyday.

st be over 18 years of age except for immediate family
panied by an adult.
allowed on Valleyfair property regardless of your age.
be evicted and/or terminated.

- a. Possession of drugs or paraphernalia is cause for immediate eviction and termination.
- c. Burning candles and incense is prohibited.

- c. Visitation Hours
- c. All visitors must be accompanied by a resident member.
- c. Alcohol is not allowed on Valleyfair property. Violators may be evicted and/or terminated.

We are here to make transition to Valleyfair as smooth as possible. Please feel free to contact us if you have any questions.

Rides

Ride Operator

Responsibilities include, but not limited to, ensuring the proper operation of the assigned ride location. Duties include, but are not limited to, informing guests of and enforcing ride rules, regulations and admission requirements, handling guest situations and maintaining the cleanliness of the ride, ride area and the entire park. Additional responsibilities include; ensuring the cleanliness of the park walkways, common areas, trash can exteriors, drinking fountains, pay phones, and benches as well as providing information and directions to our guests.

Responsibilities may also include selling tickets for go-karts, bumper boats, adventure golf, and RipCord. Operators must be able to follow and use accepted and proper cash handling procedures with the use of a cash register.

Ride Operators are required to complete necessary paperwork associated with the operation of the assigned location and complete all other duties that may be assigned or

other conditions,
0 feet, assisting
etc. Sweep duties
long handled dust
up non sweepable

Position requires continuous standing, working outside in various weather conditions, two handed manipulation of controls, climbing lifts or ladders up to 20 feet, assisting small children under 50 lbs and may be working with petroleum products. Require continuous walking during a six to ten hour shift while using a long handled dust pan and broom to sweep debris and the ability to bend over and pick up non-sweepable debris. Must be able to clearly hear, read, understand and verbally explain instructions in the English language and must have 20/20 vision or corrective lenses. Must be mature, courteous and able to enforce policies clearly and consistently. Must be at least 18 years of age and/or high school graduate. Ride Operators will assist in other areas of the park as needed.

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ut are not limited to,
ng guest situations,
can exteriors,
ormation and

Sweepers

Responsibilities include, but are not limited to, ensuring park cleanliness and maintaining various equipment property and in a safe manner. Duties include, but are not limited to, informing guests of and enforcing Park rules and regulations, handling guest situations, ensuring the cleanliness of the park walkways, common areas, trash can exteriors, drinking fountains, pay phones, and benches as well as providing information and directions to our guests.

Position requires a mature, courteous and outgoing person due to the high guest contact nature of the position. The ability to continuously walk during a six to ten hour shift while using a long handled dust pan and broom to sweep debris. Must also have the ability to bend over and pick up non-sweepable debris. Must be able to clearly hear, read, understand and verbally explain instructions in the English language. Must be at least 18 years of age and/or high school graduate. Sweepers will assist in other areas of the park as needed.

Food Service

Food Services Team Member

Individuals must be friendly and honest. Responsibilities include, but are not limited to:

- Ensuring the safe and efficient operation of assigned food location

- interacting with lunch crowd customers only,

- Any cleaning procedure must be followed to ensure a sanitary environment.
- Flexible to work unsupervised or as part of a team.
- Keeping the outside of your location clean and up to the standards of the park.
- Willing to assist in all areas of the Food Operations Division.

Team Members are required to complete all duties associated with the operation of assigned location and complete all other duties that may be assigned or incurred in the course of business or as directed by management.

Position requires continuous standing, working outside in various weather conditions.

Standards

- Must be able to perform all duties of the position.
- Working conditions in all types of weather.
- Must be able to work long hours.
- Able to handle all types of food and beverage.
- Able to consistently carry 25 lbs. long distance.

Auditor/Cash Room

Oversees the daily operation of the Food's Cash Control

Responsible for monitoring cash control policies and procedures, ensuring all cash is accurately kept on all Food Operations personnel and for counting and balancing employee's cash bags, reporting any discrepancies to management. Coordinates with Internal Audit on all cash concerns and cash register audits.

Conducts audits on food location registers and register tapes checking for discrepancies and recording any findings. On occasion will do actual location cash counts. Performs

Will Provide assistance to employees. Responsible for the confidential handling of employment documentation. Ensure that all data is entered accurately into the foods database. Will oversee the tasks of the office personnel are being completed in an accurate and timely manner

Requirements: Possess a high level of organizational, communication (verbal/written), and time management skills. Experience working with figures, cash registers and adding machines preferred. Must have supervisory skills. Ability to work independently and follow detailed instruction. Honesty and reliability a must. Must exhibit tact, style and grooming consistent with company image. Flexibility to work various hours and assist in other positions as business warrants. Previous food service experience preferred. One or more years of Valleyfair work experience is preferred.

Food Operations Office Team Member

Individuals must be friendly and honest. Responsibilities include, but are not limited to:

- Interacting with employees on all levels.
- Maintaining accurate employee records (i.e. daily staffing, attendance records, disciplinary reports, and ect.)
- Basic office duties (i.e. typing, filing, answering phones)
- Working unsupervised or as part of a team

Foods Warehouse

Warehouse Team Member

Individuals must be friendly and honest. Responsibilities include, but are not limited to:

- Working as part of a team with a high level of enthusiasm.
- Individuals receive and store all incoming deliveries from vendors.
- Deliver daily orders to all food locations in a timely and efficient manner.
- Follow proper procedures for opening and closing warehouse.
- Must be able to maintain effective and courteous communication with guests as well as fellow employees.
- Must follow directions and all company policies, which includes following all safety rules and regulations when using any company equipment.
- Must be able to lift up to 50 pounds on a regular basis.
- Must be willing to perform the job duties associated with any Food Operation Team Member position.
- **Skid Resistant shoes are required for this position.** (Not supplied by employer)

Picnic Services

Picnic Service Team Member

Individuals must be friendly and honest. Responsibilities include, but are not limited to:

- Positions are responsible for all catered events.
- Involves set up and clean up for each catered event.
- Preparation of food items.
- Serving food and beverages in a clean, sanitary environment.
- Maintain a high level of enthusiasm.
- Must be able to work independently or as a part of a team while following all policies and procedures.

Required for this position. (Not supplied by

Team Member position.
Skid Resistant shoes are required for this position.
(Not supplied by employer)

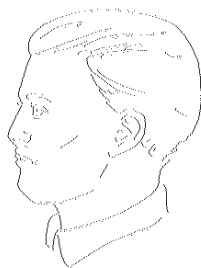
...availability...
...es, whether...
...shift. TAKE...
...shed the...
...concerning...
...es must conform...
...management...
...aligning with...
...and personal policies. WITH CE...
...and your services.

...will reflect the standards of quality we strive to...
...Please do your part and look your best at all times...
...going to work or after you have completed your...
...PLEASE DO YOUR PART. WE HAVE...
...following specific guidelines and requirements co...
...personal appearance and grooming. All employees...
...to these guidelines before reporting to work. Man...
...retains the right to determine if you are in con...
...conservative grooming, their impression of you a...

Guidelines For Female Employees		Guidelines For Male Employees	
Hair Hair must be natural, clean, well-groomed and simply arranged. Faddish, extreme hairstyles, including (but not limited to) multi-color or unnatural colors, sculptured hair, tails, partially shaved heads and		Hair Hair must be natural, clean, well-groomed and simply arranged. Faddish, extreme hairstyles, including (but not limited to) multi-color or unnatural colors, sculptured hair, tails, partially shaved heads and	
Facial Grooming Employees should be clean shaven daily. Beards and goatees are not permitted. However, a neatly-groomed mustache that does not extend below or beyond the corners of the mouth or below the upper lip is permitted. Moustaches may not be started during park operation. Sideburns may not extend past the bottom of the ear. They must be neatly trimmed and may not flare out at the bottom i.e. mutton chops. Employees are not permitted to wear fingernail polish or makeup, except		Make-Up Employees should emphasize the natural look. Nails should be no greater than 1/4" in length, and if polished, only with one solid color and no additional adornment. Use of extreme colors (i.e., black, green, fluorescent, etc.) or appliques is not permitted. Either clear or natural colored nail polishes as well as any polishes which are complimentary to an employee's skin color are permitted. In addition, conservative shades of red and pink are also acceptable. Employees	
Tattoos Tattoos are not permitted to be visible to our guests. Cosmetic makeup or bandages should be used to conceal visible tattoos.		Tattoos Tattoos are not permitted to be visible to our guests. Cosmetic makeup or bandages should be used to conceal visible tattoos.	
Jewelry Conservative personal jewelry, such as a watch and/or one ring per hand, is acceptable. Thumb-rings are not permitted. Heavy, large beaded, or long, dangling necklaces, fabric/fiber jewelry, as well as any body piercing, including an earring, are not in keeping with the Cedar		Jewelry Conservative personal jewelry, such as a watch and/or one ring per hand, is acceptable. Thumb rings are not permitted. Heavy and/or beaded necklaces, dangling bracelets, fabric/fiber jewelry, as well as any body piercing (with the exception of two earrings per ear) are not permitted. The wearing of body piercing, or use of any other type of facial piercing. In addition, adhesive bandages may not be used to cover up piercings. The wearing of personal pins not issued by the park is also prohibited.	

Male Grooming

- Bulk**
Not more than 2 inches.
- Forehead**
Combed above brows.
- Over Ear**
Not more than 1/2 past the top of the ear.
- Mustache**
Must not pass the upper lip or corners of the mouth.
- Hair**
Above shirt collar. Tapered at the sides and back.
Hair color must be naturally occurring on humans.



Female Grooming

- Bulk**
Not more than 2 inches.
- Forehead**
Combed above brows or pulled back.
- Ear**
No dangling jewelry or more than two earrings the size of a Dime coin in each lower earlobe.
- Hair**
Hair color must be naturally occurring on humans.



