



ADVENTURELAND PARK

Altoona, IA.

ADVENTURELAND PARK – Retail Team Member

Host information

Company Description:

Welcome to Adventureland Resort. We are excited for the upcoming summer season!

Adventureland provides many cultural opportunities to students including dinners, games, employee appreciation days, and a waterpark day!

Adventureland Resort is located in Altoona, Iowa which is about 15 minutes outside of Des Moines, Iowa. The resort includes an amusement park, hotel, campground, and restaurant.

Adventureland Park has over 100 rides and attractions, many different food stands, retail stores, shows, and more! Adventureland Park offers students positions in the Rides, Foods, Bars, Lifeguarding, and Park Services.

Adventureland Inn offers 185 sleeping rooms, two courtyard swimming areas, a toddler play area, and a giant arcade. The hotel offers students positions in the Housekeeping department.

The campground has 350 camping spots as well as tenting areas. It also offers an outdoor pool, laundry facilities, and a communal area with televisions, arcade games, and books!

Spectators Sports Bar and Grill offers a wide range of American food favorites as well as the best sports memorabilia around.

Altoona has an Outlet Mall, a Cinema, Walmart, Target, a variety of grocery stores, banks, restaurants, and more!

Iowa can be 15 degrees Celsius in May and warm up to around 39 degrees Celsius in July. We suggest packing lighter jackets that can be worn on colder days however the majority of the summer is warm-hot.

Host Website: <https://www.adventurelandresort.com/>

Site of Activity: Adventureland Park

Parent Account Name: Adventureland Resort

Host Address: 305 34th Avenue Northwest Altoona, Iowa, 50009

Nearest Major City: Des Moines , Iowa , Less than 10 miles away

Placement information

JOB DESCRIPTION:

Job Duties: The retail department consists of over a dozen gift-shops selling all types of souvenirs, from cups and glasses to t-shirts and toys. We also carry a wide selection of essentials, such as food and medication. As a retail employee you are responsible for providing great customer service to our guests. This involves using a cash register, stocking and straightening your store, and helping your customers find what they need.

Many of our stores are either located outside or are not climate controlled. You can expect to be in all sorts of weather and will be required to stand for the majority of your shift. Lifting may be required during store stocking or while working at our tube rental stores in our water park.

Typical Schedule: Retail has three shifts available: 9:30am-3:30pm, 11am-7pm, and 3pm-close. Shift preference is not guaranteed. Days off must be requested in advance with supervisor approval.

Seasonal changes to job duties or available hours: Yes

Park operates weekends only May 1st-23rd and after August 23rd, hours will be reduced. Additional hours may be available during the week. Cultural activities will also be held during this time.

Drug Test required: No

Compensation

Hourly Wage: \$12

Eligible for Tips: No

Estimated weekly wages including tips: \$390

Bonus: Yes. End of season bonuses are based on hours worked. Students may receive up to \$1.00 for every hour worked if they follow the required guidelines. Additional information will be provided upon hire.

* All figures above are pre-tax.



Estimated average number of hours per week:	32
Estimated minimum number of hours per week:	32
Estimated maximum number of hours per week:	60
Potential fluctuation in hours per week: Fluctuations in hours depends on your willingness to work, weather, as well as park occupancy. Weekends only after Labor Day - September 6.	
Average number of hours per week reached by last year's seasonal employees:	45
Overtime Policy: No, exempt from paying overtime by law	

Job-Specific Benefits: Employees get into the amusement park for free Monday-Friday. Employees also have their own dining area with discounted food.

Job requirements

English Level required:	Intermediate
Required to be 21+:	No
Previous Experience required:	No

Qualifications & Conditions:

Lifting
Lifting requirement: 50lbs/22kgs

Description:

There is potential that stocking retail stores will require you to lift up to 50lbs/22kgs for short periods of time.

- Standing for entire shift
- Handling cleaning chemicals
- Working outdoors
- Working under direct sunlight
- Other qualifications or conditions

Description: All applicants should be able to lift at least 25+ pounds. Basic math skills are required as well as general knowledge on American currency (counting money and making change). Must be able to sit, stand, or walk for long periods of time. Most positions require little or no experience. All positions involve being on your feet and remaining active while interacting with our guests. Positions are indoors, semi-outdoors or completely outdoors. Most indoor positions are not air conditioned. You must be able to tolerate the heat and humidity of the Iowa summer. No matter what the weather conditions, all positions are vital to developing the fun culture our guests have come to expect here when visiting Adventureland Park.

Job Training required:	Yes
Length of job training:	1-2 day
Hours per week during training period:	40
Different wage during training period:	No
Start on specific day of the week:	Yes. Friday

Training requirements:

Need to wear uniform:	Yes
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Uniform Policy: Students will wear khaki (tan) shorts or pants as well as black or white athletic shoe. Students will also be required to wear a black or brown plain belt and have their uniform shirt tucked in at all times while working. We recommend you bring 2 pairs with you. Students will receive an Adventureland logo shirt, hat, and name tag. There is a \$20 uniform deposit that will be payroll deducted on their first check and will be refunded when the uniform is turned in at the end of the season.

Cost of uniform:	\$20
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Uniform laundry:	Participant responsibility
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Dress Code: Yes. Students must be in uniform during work and break

Cultural opportunities

Types of Cultural Opportunities: Company Parties, Movie or Game Nights, Potlucks or Dinners, Sporting Events, Trips to Nearby/Major Attractions, Will provide information about Events, Local Resources, Attractions/Sites, Local Community.

Additional Details about Cultural Offerings: Participants will be given a calendar of events at the beginning of the season. It will feature free events, events around the city, and so much more! It is important that participants check their emails in the summer. Sometimes surprise events are set up and employees are notified via email.

Local Cultural Offering: Upon starting employment at Adventureland every team member is provided with a discount card that allows them special offers at businesses in the area. Des Moines hosts many summer festivals, farmer's markets, and events.



Housing and transportation

Housing Provided: Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. Required to stay.

Employer-owned or employer-arranged housing description: Adventureland Inn - 3200 Adventureland Dr. Altoona, IA 50009 Adventureland Inn is located on the park property approximately 5 minutes from the Front Gate in Altoona Iowa that has nearby convenience stores, grocery stores, gas stations, and fast food restaurants. All students will be required to stay in Adventureland Inn. Rooms will be assigned by the employer by position, start date, and end date. You will more than likely be living with students from different countries. All students will be allowed to move into housing a maximum of 48hrs prior to the start date of employment. If you arrive before the 48hrs, you will be responsible for your own housing until your move in date. Each student will also sign a housing agreement. Students will also be required to stay in this housing from the beginning of their program until their end date. Each room has 3 beds (1 full size bed and 1 bunk bed with two twin size beds), 1 bathroom with sink, toilet, and bath/shower. You will have to provide your own full size bed sheets, blankets, towels, and pillows. Utilities (electricity, water, TV, and internet) are included in your rent. Rent is \$100 per week per student. This is approximately \$14.28 per day. Housing Deposit/Fee is \$200 per student. This fee is nonrefundable . If damages occur in excess of the \$200, you will be responsible for paying the additional fees.

Lease Agreement: Yes

ONSITE AMENITIES:

WiFi: Yes. Adventureland Inn provides internet.

Phone Service: Yes. There is a phone in the lobby of the hotel as well as cellular service in the area.

Kitchen facilities: Yes. Each hotel room has its own mini-fridge and microwave.

Laundry facilities: Yes. Adventureland Resort offers coin laundry on property for students to use.

OCCUPANCY REQUIREMENTS FOR PROVIDED HOUSING:

Minimum Occupancy Per Room: 3

Maximum Occupancy Per Room: 3

Suggested Occupancy Per Room: 3

Rooming Arrangement Description: Floors are co-ed. Rooms are NOT co-ed. Room arrangements will be made by the employer based upon your position, start date, and end date.

PROVIDED HOUSING COST:

Required to Pay for Provided Housing: Yes

Cost per Week: \$100

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$200

Description: You will pay for the housing deposit upon arrival to the employer. Deposits must be paid in cash.

Housing Deposit Refundable: No

TRANSPORTATION TO WORKSITE:

Walking

Estimated commute time: Under 15 minutes

Description: Hotel is on park property and is approximately a 6 minute walk from the Hotel Lobby to the Employee Park Entrance.

Biking

Estimated commute time: Under 15 minutes

Bicycles are provided free of charge: No

Bicycles are not provided: Yes

Bicycles are available to rent: No

Estimated cost: \$

Description: Employee may travel on the park pedestrian path to the park.

Arrival information

Arrival Instructions: Adventureland prefers students arrive on Tuesdays it will be the only day allowed to move into housing each week. Students MUST email their arrival information to April Sauls, Human Resources Director - HR@adventurelandpark.com at least 2 WEEKS prior to arrival to the United States.

There are two options for your travel to Altoona, Iowa.

- 1. Chicago O'hare International Airport (ORD):** One option is to fly into Chicago O'hare International Airport (ORD) and take a bus to Des Moines, IA (approximate travel time 5-5.5 hours). The cost of a one-way bus ticket to Des Moines will be about \$45.00-\$60.00. Greyhound Bus (<http://greyhound.com>) has a stop in Des Moines, Iowa. **Students will have to take a taxi, uber, or lyft from the bus station to their hotel or housing.**



2. Des Moines International Airport (DSM): Students also have the option to fly into Des Moines International Airport (DSM). **Students will have to arrange their own transportation** from the airport to either their hotel or housing. Taxi, Lyft, or Uber is available which will cost anywhere from \$15-\$40 depending on the type of transportation.

Suggested Arrival Airport:

- Des Moines International Airport, DSM, Less than 10 miles.
- Chicago O'hare International Airport, ORD, Over 50 miles.

Estimated cost of transportation to worksite from suggested airports: \$50 to \$75

If arriving after regular hours:

Suggested After-Hours Accommodation:

Adventureland Inn

3200 Adventureland Drive

Altoona , Iowa 50009

www.adventurelandresort.com

515-265-7321

\$50 to \$75

Training and onboarding

Pre-Arrival Onboarding: Yes

All students will need to complete an online application through the Adventureland website/ Workday portal. The Adventureland Human Resources department will email detailed instructions on how to accurately complete the application.

SOCIAL SECURITY NUMBER:

Require participants to apply for SSN before arrival at worksite: No

Details about how to apply for Social Security Number: Once you arrive, Adventureland will assist in the scheduling of your social security appointment as well as taking you to the appointment.

Nearest SSA Office: Des Moines , Iowa , Less than 10 miles

OTHER:

Wage Payment Schedule: Employees will be paid biweekly. We encourage all employees to open a bank account when they arrive (Wells Fargo or Bank of America).

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

Conservative make-up may be worn.

A mustache, beard or goatee must be well-maintained.

Jewelry should be minimal and conservative.

Second Job Availability: Yes, likely

Applicable Company Policies:

1. You will read the handbook given to you.
2. You must be at work at your scheduled shift time. You must request time off in advance.
3. If you miss work due to illness you will be required to do to a doctor and turn in a doctor's note in order for the absence to be excused.
4. You are expected to be respectful of the bus and the bus driver. This means you need to clean up after yourself. Do not leave trash on the bus, and there is no smoking or vaping allowed on the bus.
5. You are not allowed to have your cell phone with you at any times while in guest areas.
6. Adventureland does not own the housing facility. If you misbehave and the housing facility asks you to leave there is nothing that Adventureland can do.
7. Sexual harassment is prohibited.
8. You must shower and use deodorant regularly.
9. Fill out your monthly reports for your sponsor on time.
10. In order to receive the end of season bonus you must work until the contracted end date, have no more than 1 unexcused absence, no more than 3 total absences, no written discipline documentation, no issues reported from housing management, and remember that ultimately the bonus is still at manager discretion.

Community amenities

Walking Distance from Worksite: Food Market, Shopping Mall, Bank, Restaurants.

Walking Distance from Housing: Food Market, Shopping Mall, Bank, Restaurants, Fitness Center.

In Town, Requires Transportation: Food Market, Shopping Mall, Post Office, Bank, Restaurants, Fitness Center, Public Library.

Unavailable: Internet Cafe