



WORK & TRAVEL USA

## Big Cedar Lodge - Cook

### HOST INFORMATION

#### **Company Description:**

#### **Work and Travel Summer Opportunity at Big Cedar Lodge!**

**Location:** Rural Missouri

#### **Overview:**

Join us this summer at Big Cedar Lodge, where you'll gain valuable professional experience while creating unforgettable memories with your American coworkers and our vibrant international community! You'll also enjoy access to our Fitness Center, Associate Café, Ancient Ozarks Natural History Museum, and the stunning Lost Canyon Nature Trail.

#### **About Us:**

Nestled in the heart of the Ozark Mountains, Big Cedar Lodge is a unique resort with a rich Native American history. It overlooks the beautiful 43,000-acre Table Rock Lake. Recognized by the Wall Street Journal as the "Best of the Best" in the region, our dedicated team focuses on creating exceptional experiences for our guests while preserving the natural beauty of the Ozarks.

#### **What We Offer:**

- Seven on-site restaurants
- An 18,000-square-foot world-class spa
- Championship golf courses
- Over 40,000 square feet of meeting space
- More than 20 breathtaking wedding venues
- A 50,000-square-foot entertainment center, Fun Mountain
- Discounted meals in the staff café (\$4 or more depending on selection)
- Discounts on attractions in the Fun Center

#### **Why Join Us?**

Become part of the Big Cedar family! Spend your summer immersed in outdoor adventures or indulging in luxurious relaxation. Experience the magic of the Ozarks and make lasting connections with people worldwide.

**Apply now to embark on a summer filled with growth, exploration, and camaraderie at Big Cedar Lodge!**

**Host Website:** <https://bigcedar.com/>

**Site of Activity:** Big Cedar Lodge

**Parent Account Name:** Big Cedar LLC

**Host Address:** 190 Top of the Rock Road Ridgedale , Missouri , 65739

**Nearest Major City:** Springfield , Missouri , Less than 50 miles away

### PLACEMENT INFORMATION

## **Job Description:**

### *Essential Duties and Responsibilities:*

1. The cook will prepare, portion and serve stocks, breaded items, cold salads, dressings, sandwich making, vegetable and fruit prepping and fryer work according to standard recipes.
2. The cook will handle knives and operate small kitchen equipment safely.
3. Be able to work with others well in a close environment with a learning attitude and a desire to progress into the Cook I position.
4. Be able to lift up to 50 pounds on a regular basis.
5. Follow the kitchen chain of command: ie. Chefs, Cook I, Cook II, Cook III.
6. Perform other duties as required.

*Qualifications:* To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

*Language Skills:* Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

*Mathematical Skills:* Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

*Reasoning Ability:* Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.

*Ability to deal with problems involving several concrete variables in standardized situations.*

*Certificates, Licenses, Registrations:* Must be at least 18 years old.

*Other Skills and Abilities:* The ability to work well with a team, to prioritize, a sense of urgency and a real concern for guest satisfaction.

### *Other Qualifications:*

*Physical Demands:* The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; talk or hear and taste or smell. The employee is frequently required to walk. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. The employee must regularly lift and /or move up to 25 pounds, frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

## **Typical Schedule:**

Hours vary depending on weather and guest bookings. See manager for weekly schedule.

## **Seasonal changes to job duties or available hours:** Yes

Weekly hours will vary and schedule will also vary based on business need.

## **Drug Test required:** No

# COMPENSATION

**Hourly Wage:** \$14.23

**Eligible for Tips:** Yes

Minimal cash tips are occasionally given.

**Estimated weekly wages including tips:** \$500

**Bonus:** No

\* 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:** 40

**Potential fluctuation in hours per week:**

**Average number of hours per week reached by last year's seasonal employees:** 32

**Overtime Policy:**

Yes, paid after 41 hours

**Job-Specific Benefits:**

Discounted meals in staff cafe \$4 or more depending on selection.

## JOB REQUIREMENTS

**English Level required:**



**Advanced**

**Required to be 21+:** Yes

**Previous Experience required:** No

**Qualifications & Conditions**

Lifting

Lifting requirement: 25lbs/11kgs

**Description:**

Regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms and talk or hear. Frequently required to climb or balance. Occasionally required to stoop, kneel, crouch, or crawl. Must regularly lift and /or move up to 25 pounds and frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Standing for entire shift

Working outdoors

Working under direct sunlight

**Need to wear uniform:** Yes

**Uniform Policy:**

*Uniform tops are provided, pants and neutral colored tennis shoes must be supplied by you.*

*Cost of uniform: \$0*

*Uniform laundry: Participant responsibility*

**Dress Code:** Yes

*Description:*

*Guest Service positions require impeccable dress and grooming standards. This includes no hint of smoke and no use of tobacco during work hours. Tattoo and piercing policy applies to this position.*

## CULTURAL OPPORTUNITIES

### **Types of Cultural Opportunities:**

*Company Parties, Potlucks or Dinners, Holiday Events, Movie or Game Nights, Sporting Events, Trips to Major City, Trips to Nearby/Major Attractions, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Shopping Trips*

### **Additional Details about Cultural Offerings:**

- Seminar series classes – learn about the American hospitality industry and attend classes taught by Big Cedar Leadership
- Attend monthly scheduled trips to local attractions such as movies, shopping, amusement parks, man-made beaches
- The shuttle is provided at no cost.
- Visit Wonders of Wildlife

### **Local Cultural Offering:**

- Dogwood Canyon Nature Park
  - SDC Amusement Park – Discount days and Free Days
  - White Water (Water Park) – Discount days and Free Days
  - Local theatre/show discount
  - Tanger Outlet Stores Fourth of July Weekend Sale
  - Branson Landing Summer Concert Series
  - Exchange Day Cultural Event

## HOUSING AND TRANSPORTATION

**Housing Provided:** Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. May find own (can choose alternative).

### **Employer-owned or employer-arranged housing description:**

*2-4 participants to a room, furnished and utilities included. Overnight guests are not permitted. Rental houses contain a washer and dryer. It is the responsibility of all residents to maintain housing in good/clean condition at all times. Basic bedding, linen, towels, light bulbs, mop, broom, dustpan, and vacuum are supplied initially from the Resort and are your responsibility to maintain unless otherwise instructed. Any additional bedding, linens, light bulbs, mop, broom, dustpan, vacuums, or cleaning supplies that you desire to have are your responsibility to purchase. You are responsible for the cleanliness of your own house/room, including laundering your linen. Houses are inspected randomly and often. Shuttle system works similar to American public transit system. Established are 8 stops that will loop on an hourly basis from 5:00AM-1:00AM each day. The loop begins on the hour near the outdoor seating area at the Services Building. This will be the central pick-up and drop-off point for Big Cedar work locations and Rent 20. Guest shuttles will take you to and from your work units from this location. Top of the Rock central drop off point is the Associate Parking Lot. Guest shuttles will take you to and from your work units from this location. At the end of your work shift you will need to call for pick up by the guest shuttle. THIS MUST BE AT LEAST 20 MINUTES BEFORE THE SCHEDULED SHUTTLE TIME to get from your work unit to either the Services Building or the TOR Associate Parking Lot. (Ext. 7888)*

**Lease Agreement:** Yes

**Onsite Amenities:**

WiFi: Yes

Description:

Wi-fi access

Phone Service: Yes

Description:

Big Cedar houses have a landline in the units to contact CIEE and or they can use the phone in our HR department to contact CIEE

Kitchen facilities: Yes

Description:

Big Cedar Housing has onsite kitchens in every unit

Laundry facilities: Yes

Description:

Big Cedar Housing has onsite laundry in most units, other units share onsite laundry no more than 50 yards from their housing.

**Occupancy Requirements for Provided Housing:**

Minimum Occupancy Per Room: 2

Maximum Occupancy Per Room: 4

Suggested Occupancy Per Room: 2 - 4

Rooming Arrangement Description:

Houses have rooms that hold 2-4 employees. Fully furnished houses, kitchen, living room area. Basic bedding, linen, towels, light bulbs, mop, broom, dustpan, and vacuum are supplied initially from the Resort and are your responsibility to maintain unless otherwise instructed. Any additional bedding, linens, light bulbs, mop, broom, dustpan, vacuums, or cleaning supplies that you desire to have are your responsibility to purchase. Contact HR regarding any roommate requests prior to arrival.

**Provided Housing Cost:**

Required to Pay for Provided Housing: Yes

Cost per Week: \$125

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$10

Description:

Deposit is \$10.00/week and it will come out of the participant's paycheck for a limit of \$150.00. If room/house is left in a good condition the participant will receive \$110.00 back.

Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

If room/house is left in a good condition the participant will receive \$110.00 back.

Details About Deposit Refund:

Cash upon checkout

## **Transportation to Worksite:**

*Employer-Provided Transportation*  
*Estimated commute time: 15 to 30 minutes*

*Estimated cost: \$35*

*Total: Yes Per Day: No*

*Description: Shuttle service is provided during your time with us here at Big Cedar. Established are 8 stops that will loop on an hourly basis from 5:00AM-1:00AM each day.*

## ARRIVAL INFORMATION

### **Arrival Instructions:**

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*We recommend that you fly into either Springfield, MO airport (SGF) or Branson, MO airport (BKG) a Big Cedar representative will be waiting for you at Baggage claim. Big Cedar will take associates to the local Walmart to pick up supplies. Please arrive with enough money to support yourself for a few weeks before receiving your first paycheck. Please plan accordingly.*

*Facebook: Please add the BCL Housing Community group on Facebook. This helps Human Resources keep in contact with all international associates.*

*You MUST email your arrival information to [bcl.hr@big-cedar.com](mailto:bcl.hr@big-cedar.com) at least 2 WEEKS before arrival to the United States. Details about a scheduled pickup will be communicated to you before your departure. Please arrange to arrive on a Thursday.*

### **Suggested Arrival Airport:**

*Springfield, MO, SGF, Less than 10 miles*

*Branson, MO, BKG, Less than 50 miles*

***Estimated cost of transportation to worksite from suggested airports: \$0 to \$25***

### **If arriving after regular hours:**

#### **Suggested After-Hours Accommodation:**

*Best Western Plus  
4445 W Chestnut Expy  
Springfield , Missouri 65802  
<https://www.bestwestern.com>.  
4177992200  
\$75 to \$100*

## TRAINING AND ONBOARDING

***Pre-Arrival Onboarding: No***

**Social Security Number:**

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

Details about how to apply for Social Security Number:

Big Cedar will take new associates on a trip to the Social Security office based on arrival dates. You will receive this information on the day of your onboarding.

Nearest SSA Office: Springfield , Missouri , Less than 50 miles

**Other:**

Wage Payment Schedule:

You will be paid weekly, We do have a local bank where your account will be set up at. Example: If you arrive on June 4th you will not receive a full one week paycheck until June 19th. Please be sure you come prepared!

Meal Plan: Optional

Estimated Cost Per Day: \$4

Meal Plan Description:

We provide lunch at the employee cafe between 11am-2pm. The meal of the day is \$4, this includes a protein, starch, veggies. We also provide water and other juices for free!

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

Visible tattoos will need to be covered if they are excessive. Small tattoos are okay. No facial piercings Natural colored hair only Facial Hair is okay, must be well groomed

Second Job Availability: No, unlikely

Applicable Company Policies:

Big Cedar's roles require all cell phones to be put away unless on breaks or off the clock.

No smoking is allowed inside of any building, designated smoking areas only.

Students must have open availability and be able to work Holidays and weekends.

## COMMUNITY AMENITIES

**Walking Distance from Worksite:**

Restaurants

**In Town, Requires Transportation:**

*Food Market, Shopping Mall, Post Office, Bank, Restaurants, Fitness Center, Internet Cafe, Public Library*