



## Browns Dairy Dock - Crew Member

### HOST INFORMATION

**Company Description:**

*Brown's Dairy Dock is a family owned and operated seasonal ice cream and sandwich shop in Marblehead, Ohio. Brown's Dairy Dock has been in operation since 1992 by the Brown family. It was purchased in 2020 by the Foye family. An ice cream shop has been on this corner since the 1950s. Brown's Dairy Dock is in a key location called "Vacationland" and is enjoyed by residents, tourists, and employees of area businesses. Brown's Dairy Dock is a member of The Marblehead Peninsula Chamber of Commerce and Marblehead Merchants Group.*

*Attractions near Brown's Dairy Dock include Lakeside Chatauqua (a cultural arts, educational and family community), Kelleys Island Ferry, Marblehead Lighthouse and East Harbor State Park. Area workers are employed by the Coast Guard station, quarry, essential businesses such as the bank, Biro manufacturing, Danbury school, Marblehead Police and Fire Departments and seasonal workers from local shops and attractions. The U.S. Coast Guard station has been noted to be the busiest station on the Great Lakes.*

*Marblehead, located on the shores of fresh water Lake Erie, is across the Sandusky Bay from one of the most popular theme parks - Cedar Point Amusement Park. Dairy Dock is on a main road and attracts first time visitors going to the islands and families that have been staying at nearby resorts and campgrounds for decades. One notable resort is Baypoint Marina and beach. A family's visit to the area is not complete without visiting Brown's Dairy Dock.*

**Host Website:** <https://www.facebook.com/p/Browns-Dairy-Dock-100057669669191/>

**Site of Activity:** Browns Dairy Dock

**Parent Account Name:** Browns Dairy Block

**Host Address:** 706 W Main St Marblehead , Ohio , 43440

**Nearest Major City:** Sandusky , Ohio , Less than 25 miles away

### PLACEMENT INFORMATION

**Job Description:**

*Brown's Dairy Dock Staffing 2024  
Crew Member - F.W.*

**Required Qualifications**

- Must be 18+ years of age*
- Flexibility with scheduling*
- Available to work a consistent 32 hours per week including holidays*
- Excellent customer service skills*
- Strong teamwork and communication skills*

#### *Responsibilities Include*

- Complete on-the-job training
- Maintain a positive working relationship with co-workers
- Must have excellent customer service skills
- Exhibit a positive attitude and promptness
- Must be able to perform under pressure in a high volume ice cream shop to include moving and responding quickly for long periods of time
- Follow food safety regulations and sanitation standards by maintaining outdoor/indoor spaces and equipment
- Quickly and accurately prepare Dairy Dock products
- Assist with morning set-up and/or closing duties depending on hours assigned to work
- Be able to lift 40 pounds, as needed, to occasionally help unload delivery trucks or move products
- Provide ideas for positive change to Managers
- Inform Asst. Manager or Managers of any emergencies or incidents immediately
- Other duties as assigned by Crew Leader

#### *Staffing Hierarchy*

Owner  
Manager  
Assistant Manager  
Crew Leader  
Crew Member

#### **Typical Schedule:**

Hours of operation are generally 11:00 a.m. to 10:00 on weekends. The shop is open 7 days a week.

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

Open at beginning and end of season Thursday through Sunday. Local staffing is short during this. So, all four days will be available. During the summer, open seven days.

#### **Drug Test required:** No

## COMPENSATION

**Hourly Wage:** \$12

**Eligible for Tips:** Yes

Tips are earned by cash and by point of sale (bank cards). Cash tips are handled and divided by employees. These can be \$3-\$5/hour. Card tips averaged \$4.30/hr. last year. Total could be \$7-\$9/Hour.

**Estimated weekly wages including tips:** \$672

**Bonus:** No

\* All figures above are pre-tax

**Estimated average number of hours per week:** 36

**Estimated minimum number of hours per week:** 32

**Estimated maximum number of hours per week:** 40

**Potential fluctuation in hours per week:**

Holiday weekends require additional workers. These are chances to work additional hours. We also have students involved in sports who may be asking someone to take/cover their hours.

**Average number of hours per week reached by last year's seasonal employees:** 35

**Overtime Policy:**

Yes, paid after 40 hours

**Job-Specific Benefits:**

Employees are entitled to make a meal for themselves while working. This is done when an employee gets a break.

## JOB REQUIREMENTS

**English Level required:**



**Upper-Intermediate**

**Required to be 21+:** No

**Previous Experience required:** Yes

We would prefer that employees have some experience in the food or service industry. Employees will be in daily contact with customers, taking orders, making orders, delivering food at the pick-up window and interacting with customers while cleaning and maintaining outdoor seating. We would expect a fairly proficient level of spoken English and comprehension. Training for what your job is will be provided - so fear not. Looking for outgoing and fun employees.

**Qualifications & Conditions**

Lifting

Lifting requirement: 25lbs/11kgs

Description:

Employees will have some limited lifting of products. During cleaning, employees will be sweeping, mopping and removing trash.

Standing for entire shift

Handling cleaning chemicals

Working outdoors

**Need to wear uniform:** Yes

Uniform Policy:

Issued t-shirt and choice of shorts or pants and a hat.

Cost of uniform: \$0

*Uniform laundry: Participant responsibility*

**Dress Code:** Yes

*Description:*

*Hair and grooming standards must be in compliance with local food service laws. Long hair must be pulled back, pinned up or put under a hat. Facial hair must be covered with a hair net. Clothes must be tasteful and not create a distraction. Fingernails must be clean and short enough not to interfere with food preparations.*

## CULTURAL OPPORTUNITIES

**Types of Cultural Opportunities:**

*Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Shopping Trips, Company Parties, Trips to Major City, Sporting Events, Trips to Nearby/Major Attractions, Near Cedar Point, Near Beaches, Near Tourist Islands*

**Additional Details about Cultural Offerings:**

*In an area known for a lot of tourist visits to islands and beaches. Marblehead is 25 minutes to major shopping center and world renowned Cedar Point amusement park. You will be 60 minutes from Ohio's third largest city, night life, shopping, museums, pro teams.*

**Local Cultural Offering:**

*Marblehead has an annual Perch festival where the community gathers together to celebrate one of the areas major attractions which is fishing on Lake Erie. The cultural center of the area is the Chatauqua institute at Lakeside, where there are evening events like live music, shows and fireworks.*

## 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:**

*We have onsite housing available. This consists of an upstairs apartment with two bedrooms. Each room has two beds and full sized closet. There is a single full bathroom located between the two rooms. The bathroom has a full sized bathtub/shower, toilet, sink and mirror. The bathroom locks. There is a good sized living room with two couches and two chairs. These are located in front of a television that has access to WiFi. The living room, dining room and one of the bedrooms have ceiling fans. The other bedroom has a floor fan. The unit is heated and air conditioned. There is a dining table for eating, playing games, writing or personal computer use.*

**Lease Agreement:** Yes

**Onsite Amenities:**

*WiFi: Yes*

*Description:*

*High Speed internet available in the apartment. A public library located next door to the housing has computers that can be used if needed*

*Phone Service: Yes*

*Description:*

*Cellular service available. Obtaining a phone is the responsibility of the employee.*

*Kitchen facilities: Yes*

*Description:*

*Yes. Kitchen sink, dishes, utensils are on site. There is a full sized refrigerator and freezer. A microwave and a small electric cook*

top are in the apartment. A coffee maker is also available.

Laundry facilities: Yes

Description:

A scheduled day can be arranged. There are also two laundromats in the area.

**Occupancy Requirements for Provided Housing:**

Minimum Occupancy Per Room: 2

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 2

Rooming Arrangement Description:

We surely would accept friends traveling together. The apartment is not set up for co-ed living.

**Provided Housing Cost:**

Required to Pay for Provided Housing: Yes

Cost per Week: \$80

Housing Cost Deducted from Paychecks: No

Description:

Rent payment to be collected bi-monthly. Arrangements to be set out in housing contract and collected by third party. Housing contract will be sent in advance.

Utilities Costs: No

Housing Deposit: Yes

Cost: \$250

Description:

A deposit will not be collected in advance. At the conclusion of the worker's contract, an inspection of the apartment will be made. Damages for repairs will be deducted from the employees final paycheck. If damage occurs and it is not apparent which renter is responsible, costs will be shared.

Housing Deposit Refundable: No

**Transportation to Worksite:**

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: Housing is located on the property.

## ARRIVAL INFORMATION

**Arrival Instructions:**

Travel arrival should be arranged to fly into Cleveland Hopkins International Airport (CLE), Cleveland, Ohio. This is the most convenient and is a short distance from the owners. You will be picked up at the airport and driven to Marblehead, OH. The drive is approximately one hour. Here you will be introduced to your apartment and given sufficient time to acclimate. The apartment and place of employment are on the same property.

Your contact prior to arrival and when you arrive is:

Pat Foye

patrickfoye7@gmail.com

(216)346-8394

**Suggested Arrival Airport:**

Cleveland Hopkins International Airport, CLE, Over 50 miles

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

**If arriving after regular hours:**

**Suggested After-Hours Accommodation:**

The Orbit Hotel, Trademark Collection, By Wyndham  
21500 Brookpark Rd  
Cleveland , Ohio 44126  
<https://www.wyndhamhotels.com>  
(440) 471-4828  
\$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:

We will provide transportation to the Social Security Administration and give guidance in obtaining the required social security card.

Nearest SSA Office: Lakewood , Ohio , Over 50 miles

**Other:**

Wage Payment Schedule:

Pay is made every two weeks. Cash tips are obtained daily. Checks can be cashed at bank across the street. This may require opening an account. Tips obtained through point of sale will be included in the paycheck.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

*Grooming Requirements:*

*Grooming requirements are consistent with local and state health department. Hair must be pulled up or under a hat. Employees must remain clean as required by health department. Two uniform shirts are issued as is a hat. More shirts can be purchased at cost.*

*Second Job Availability: Yes, likely*

*Applicable Company Policies:*

*The business does not allow smoking. The apartment where the employees will be staying is a non-smoking residence.*

*The work schedule is posted one week prior. The schedule is done one week at a time. Workers traveling to work from overseas will receive a minimum of 32 hours of work per week. More work is likely to be available, up to 40 hours. Other businesses in the area will need workers too and if this does not interfere with employment at Brown's Dairy Dock. As your sponsor, we would require priority scheduling prior to additional outside employment.*

*Cell phones are not permitted while working. Cell phones are kept in the break room and employees are provided with sufficient break time.*

## COMMUNITY AMENITIES

***Walking Distance from Worksite:***

*Food Market, Post Office, Bank, Restaurants, Internet Cafe, Public Library, Bakery*

***Walking Distance from Housing:***

*Food Market*

***In Town, Requires Transportation:***

*Shopping Mall, Fitness Center*