



J-1 WORK AND TRAVEL PROGRAM

JOB OFFER AGREEMENT FORM

Exchange Visitor ID number

HOST ENTITY INFORMATION

Host Entity Name: McDonald's - Wellburn - Berlin

Site of Activity Address: 11315 Samel Bowen Blvd, Berlin, MD, 21811, United States

JOB INFORMATION

Job Title Fast Food Restaurant Worker

Start date - Earliest 2025-05-01 **Latest** 2025-05-30

End date - Earliest 2025-08-20 **Latest** 2025-09-15

Guaranteed salary/wage per hour before deductions 15.00 \$ per hour

Estimated tips N/A

Average hours per week 32 - 40

Required Interviews Sponsor Interview, Host Interview

HOUSING INFORMATION

Housing Model Participant arranged

EXCHANGE VISITOR SECTION

Exchange Visitor Printed Name	Date of birth
Program Start Date	Program End Date
Signature	Date

Sponsor or agency representative name

I confirm that I have read, understood, and agreed to the conditions outlined in this job offer. I agree to adhere to all Geovisions and Department of State program rules regarding employment and program participation, including the Terms and Conditions which were part of my program application. If I change jobs without receiving prior permission from Geovisions, or if I violate other Geovisions rules or J-1 program regulations, Geovisions may end my program early, and I will be required to return home. I understand that if my program ends due to regulation violations it may have a negative impact on future U.S. visa applications.

Section 1

HOST ENTITY INFORMATION

Entity name	McDonald's - Wellburn - Berlin
Web site	http://www.welburnmanagement.com/
Primary contact name	Lynne Snader
Title	Area Supervisor
Phone 1	571-454-4853
Email	Lynne.snader@us.stores.mcd.com

Section 2

DETAILED JOB INFORMATION

Site of Activity address	11315 Samel Bowen Blvd, Berlin, MD, 21811, United States
Job Title	Fast Food Restaurant Worker
Special requirements	<ul style="list-style-type: none">- Able to assemble and Cook- Strong basic math skills with the ability to operate a cash register or POS system- Familiarity with US currency with the ability to accurately count cash and make change- Housing is Participant Arranged which means that YOU are responsible for securing YOUR OWN accommodation prior to your arrival in the United States.
Position details and description	<p>Crew Person: A Crew Member, or Restaurant Crew Member, is responsible for assisting a team of restaurant staff in preparing orders and interacting with customers. Their duties include greeting customers and inputting their order requests into a computer system, working as part of an assembly line to cook and package orders and maintaining a clean work space by sanitizing surfaces before, during and after shifts.</p> <p>As the primary contact between the customers and the restaurant, they are expected to deliver top quality customer service and be friendly and engaging when interacting with guests to project a positive image of the company.</p> <p>Specific duties may include but are not limited to any combination of the following:</p> <ul style="list-style-type: none">- Greet and interact with Guest in a positive, friendly and professional manner- Ensure customer satisfaction and answer any questions or comments from customers- Resolve customer complaints in a professional and effective manner- Accept payment from customers, and make change as necessary- Request and record customer orders, and compute bills using cash registers, multi-counting machines, or pencil and paper- Serve customers in eating places that specialize in fast service and inexpensive carry-out food- Prepare simple foods and beverages such as sandwiches, salads, and coffee- Prepare and serve cold drinks, or frozen milk drinks or desserts, using drink-dispensing, milkshake, or frozen custard machines- Select food items from serving or storage areas and place them in dishes, on serving trays, or in takeout bags- Serve through drive-through windows or over counters in the restaurant- Notify kitchen personnel of shortages or special orders.- Cook or re-heat food items such as French fries.- Handle raw meats and maintain health and safety standards- Handle chemicals used for cleaning as well as washing dishes using gloves when necessary- Maintain proper grooming and uniform standards- Cleaning in accordance to our company's sanitary standards including but not limited to: sweeping and mopping floors, cleaning walls, tables, counters, kitchen and service equipment, removing trash, cleaning restrooms and checking the parking lot.- Complete additional duties as assigned by supervisor
Department	Fast Food Worker
Work schedule Shifts may vary; Hours may be reduced depending on business needs, weather, economic situations, your performance, sick time and other circumstances.	- Shifts may vary between 06:00 am and 22:00 pm
Average hours per week	32 - 40

Guaranteed salary/wage per hour before deductions Employers must lawfully abide by their state and local minimum wage laws for tipped and non-tipped positions. As minimum wage increases annually, even if it is in the middle of a J-1 Summer Work Travel program, employers must follow their state minimum wage laws and increase pay for any employees who's wages do not meet the new state minimum. Participants should be compensated the higher of federal, state or local minimum wage. If an employee's tips combined with their hourly wage do not meet the minimum wage requirement, the employer must make up the difference.	\$15.00
Is Overtime available	Yes
Overtime wage (if applicable)	x1.5. Overtime may be offered, but not guaranteed.
Required skills	In addition to a strong command of English, this position can be physically demanding and may require: <ul style="list-style-type: none"> - Ability to receive direction and perform responsibilities in a fast paced environment - Standing and constant moving for long periods of time (up to 8 hours per shift) - Frequent bending and stooping - Lifting up to 25lbs./11 kgs. - Positive attitude - Team player - Service orientated - Friendly or Production
Required experience	N/A
English level	Good
Supervisor	Lynne Snader

Section 3

POSITION REQUIREMENTS

Grooming	
Grooming standards	Clean, neat and professional appearance
Dress code	- Uniform shirts are provided. - Participants must provide their own black pants and black, closed-toed nonslip shoes.
Uniform provided?	Yes
Cost to Exchange Visitor	Approximate cost: \$50 - \$100 (pants and shoes) if purchased in the US.
When is uniform fee due	N/A
Screening	
Host Entity will require a drug test	No
Host Entity will provide the drug test	N/A
Description of drug screening policy	N/A

Will Exchange Visitors incur a cost for screening	No
Cost to Exchange Visitors (if applicable)	N/A
When is screening fee due	N/A
Payment	
Payment schedule	bi_weekly
Allowances, bonuses, and/or incentives	N/A
Estimated tips	N/A
Description	N/A
Training / Orientation	
Host Entity provides training/orientation	Yes
Description	Computer Based and Shoulder to Shoulder; Orientation: 2 Hours; Training Length may vary depending on role: 5-10 additional hours
Will Exchange Visitors be paid during training/orientation	Yes
Length of training/orientation	1 - 2 days
Will Exchange Visitors incur a cost for training/orientation	No
Cost to participant	N/A
When is training fee due	N/A

Section 4

HOUSING INFORMATION

If company provided housing or temporary housing is not offered, Exchange Visitors will need to secure housing after they have accepted the job offer.

Does Host Entity provide temporary housing?	No
Duration of temporary housing	N/A
Cost of temporary housing	N/A

Housing Lead 1

Housing model	Participant arranged
Gender requirement	Any

Housing type	Apartment
Housing name	Keloke Summer Housing - SUMMER
Contact name	Angel Lora
Address	204 Sunset Drive, Ocean City, MD, 21842
E-mail	kelokesummerservice@gmail.com
Phone	443-207-2582
Housing cost	700.0
How often is rent due?	Per month
Is weekly cost/rent payroll deducted?	No
Housing deposit	600.0
Is housing deposit payroll deducted?	No
Is deposit refundable	Yes
Deposit refund policy	No
Can housing be co-ed	Yes
Is renters insurance required	No
Housing amenities	Bedrooms have bunkbeds and closet for close and luggage, common room and cooking facilities and refridgerator provided.
Distance between work site and housing	3 - 5 miles
Transportation details	https://oceancitymd.gov/oc/departments/public-works/ocean-city-beach-bus/
Description	- \$2600 - \$2800 per summer season - \$600 in advance, \$400 of it goes toward the first two weeks rent.
Number of beds per room	2 - 4
Number of bedrooms	2 - 3
Exchange Visitors per property	7
Exchange Visitors per room	2 - 4
Bathrooms per property	2
Bedding and towels	Yes
Cost of bedding and towels	50.0
Bedding and towel payment due	Upon arrival
Kitchen facilities	Cooking facilities are available and vary per unit

Additional items must bring	- Personal items - Bedding and Towels are provided at an additional cost (\$50)
Included in cost	Rent and utilities
Housing deposit due	Prior to arrival at time of booking
Housing deposit refundable	Yes
Lease required	Yes
Length of lease	4 Months
Further information on length of lease	seasonal - up to 4 months

Housing Lead 2

Housing model	Participant arranged
Gender requirement	Any
Housing type	Apartment
Housing name	EPOINT Student Center - Summer Housing
Contact name	Alec Agaev
Address	1212 Baltimore Avenue, Ocean City, MD, 21841
E-mail	epointcafe@gmail.com
Phone	+ 1 443 365 0784
Web Address	https://ocstudentcenter.com/book-a-housing/
Housing cost	280.0
How often is rent due?	Per week
Is weekly cost/rent payroll deducted?	No
Housing deposit	850.0
Is housing deposit payroll deducted?	No
Is deposit refundable	Yes
Deposit refund policy	Yes
Can housing be co-ed	No
Housing amenities	Basic amenities

Distance between work site and housing	6 miles
Transportation details	https://oceancitymd.gov/oc/departments/public-works/transportation/
Description	<p>HOUSING IS SUBJECT TO CHANGE</p> <p>Address: 1513 Philadelphia Avenue, Ocean City, MD 21842 Contact number: 1 443 365 0784 (Alec) Contact number: 1 443 365 0177(Zviad)</p> <ul style="list-style-type: none"> - Number of beds/bedrooms per apartment will vary. 2 - 4 people per room, 2 to 4 rooms per unit. - Rent per apartment will vary depending on number of rooms.
Number of beds per room	2 - 4
Number of bedrooms	2 - 4
Exchange Visitors per property	8
Exchange Visitors per room	2 - 4
Bathrooms per property	2
Bedding and towels	Yes
Bedding and towel payment due	N/A
Kitchen facilities	Confirm when making reservation
Additional items must bring	<ul style="list-style-type: none"> - Personal items - Bedding and Towels
Additional comments	<p>Please reserve your housing here by February 15th: https://ocstudentcenter.com/book-a-housing/</p> <ul style="list-style-type: none"> - Set of Bedding Supplies: Linens, Pillow, Pillow Cover is Included (Not Blankets) - Utilities are included (no extra charge only if there are no abuse of utility usage) <p>Cost of rent may vary depending on property and location.</p>
Included in cost	Utilities are included (no extra charge only if there are no abuse of utility usage)
Housing deposit due	At time of booking
Housing deposit refundable	Yes
Further information on housing refund policy	Housing deposit is \$850, deposit due in advance (\$250 deposit, \$500 towards seasonal housing fee). Partially refundable.
Lease required	No
Length of lease	12 Weeks

Housing Lead 3

Housing model	Participant arranged
Gender requirement	Any
Housing type	House
Housing name	ALLFRIENDS Berlin
Contact name	Calin Voicu
Address	9915 Elm Street, West Ocean City, MD, 21842
E-mail	calin.voicu@allfriends.co
Phone	443-928-6826
Housing cost	700.0
How often is rent due?	Per month
Is weekly cost/rent payroll deducted?	No
Housing deposit	600.0
Is housing deposit payroll deducted?	No
Housing fees - additional comments	Please refer to Leasing Agent
Is deposit refundable	Yes
Deposit refund policy	Yes
Can housing be co-ed	Yes
Housing amenities	Basic amenities
Distance between work site and housing	8.9 miles
Transportation details	https://www.mta.maryland.gov/schedule?type=local-bus
Description	<ul style="list-style-type: none"> - Rent: \$2600 - \$2800 per season per person (approximately \$700 per month) - \$600 in advance, \$400 of it goes toward the first two weeks rent. - Bedrooms have bunkbeds and closet for close and luggage, common room and cooking facilities and refrigerator provided. - Housing is a shared 3 bedroom furnished house - Bedding and towels provided at an additional \$50
Number of beds per room	2 - 4
Number of bedrooms	3
Exchange Visitors per property	11
Exchange Visitors per room	2 - 4

Bathrooms per property	2
Bedding and towels	Yes
Cost of bedding and towels	50.0
Bedding and towel payment due	Upon arrival
Kitchen facilities	Cooking facilities are available and vary per unit
Additional items must bring	- Personal items - Bedding and towels if you do not want to pay for it.
Housing deposit due	Upon arrival
Housing deposit refundable	Yes
Further information on housing refund policy	Please refer to Leasing Agent
Lease required	Yes
Length of lease	4 Days
Further information on length of lease	Please refer to Leasing Agent
Fees additional comments	Please refer to Leasing Agent

Section 5

ARRIVAL INSTRUCTIONS

Geovisions provides Orientation to all Exchange Visitors either in the Exchange Visitors home country or in the United States. If Exchange Visitors attend Orientation in their home country, they will travel directly to the Host Entity upon arrival. If Exchange Visitors attend Orientation in the U.S., they will travel to the Host Entity after Orientation is completed.

Closest port of entry airport	Baltimore/Washington International Airport
Nearest airport to site of activity	Salisbury–Ocean City–Wicomico Regional Airport
Airport/bus/train pickup provided	No
General arrival instructions	<p>Please email the details of your flight itinerary to Lynne Snader at Lynne.snader@us.stores.mcd.com at least two (2) weeks prior to your arrival in the United States.</p> <p>You should also add the details of your visa appointment and flight arrival information in the Participant Portal. Your Host Company and Sponsor is aware of your arrival in the United States.</p> <p>Should you arrive outside of the preferred arrival time, please see the information below for accommodation.</p> <p>Baltimore/Washington International Airport - Accommodation: Sonesta Simply Suites Baltimore BWI Airport 1247 Winterson Rd, Linthicum Heights, MD 21090 Cost: from at \$154 per night (2 people sharing) Contact: +1 410-850-9214</p> <p>Transportation:</p>

	<p>From Baltimore/Washington International Airport to Sonesta Simply Suites Baltimore BWI Airport - Uber XL/Lyft XL - Cost: from \$14.00 per ride (2 people sharing)</p> <p>Salisbury Regional Airport (sby) - Accommodation: Hampton Inn Salisbury 121 E Naylor Mill Rd, Salisbury, MD 21804 Cost: from \$165 per night (2 people sharing) Contact: +1 410-334-3080</p> <p>Transportation:</p> <p>From Salisbury Regional Airport to Hampton Inn Salisbury - Uber XL/Lyft XL - From \$23 per ride (2 people sharing)</p> <p>From Salisbury Regional Airport to Host Company - Uber XL/Lyft XL - From \$53 per ride (2 people sharing)</p> <p>From Hampton Inn Salisbury to Host Company - Uber XL/Lyft XL - From \$60 per ride (2 people sharing)</p> <p>*Prices are subjected to change. Please contact accommodation and Taxi Cab to confirm cost.</p>
Should Exchange Visitors contact Host Entity before arrival	Yes
Upon arrival, Exchange Visitors should report	Host Company
Phone number	571-454-4853
Preferred arrival days	Monday - Sunday
Preferred arrival times	08:00 - 20:00

Section 6

ADDITIONAL INFORMATION

Social Security Information	
Address of the nearest social security office	2414 Northgate Dr Suite 1, Salisbury, MD 21801
Distance of SSO from SOA	25.6 miles
Will Host Entity provide transportation to the nearest Social Security office	No
Will Host Entity help Exchange Visitors make copies of the necessary documents	No
Other Social Security assistance provided	- Assistance will be provided where necessary. - You must wait 5 - 10 days after completing your SEVIS Check In to go to the Social Security Office. GeoVisions recommends waiting 10 days for optimal success. Please be sure to bring all your required documents including the printed version of your I-94 and printed version of your DS-2019 (please note more than just these two documents are required to bring). Please contact support@geovisions.com with any questions.

Section 7

POTENTIAL CULTURAL ACTIVITIES

- Baja Amusements - Ripley's Believe it or Not! - Ripley's Mirror Maze - Boardwalk - Carousel Ice Skating Rink - Old Pro Golf