

J-1 WORK AND TRAVEL PROGRAM  
**JOB OFFER AGREEMENT FORM**

**Exchange Visitor ID number**

**HOST ENTITY INFORMATION**

Host Entity Name: Froggy Pirate Pub Inc ta The Froggy Dog  
Site of Activity Address: 40050 NC Hwy 12, Avon, NC, 27915, United States

**JOB INFORMATION**

**Job Title** Prep Cook  
**Start date - Earliest** 2025-05-01 **Latest** 2025-06-20  
**End date - Earliest** 2025-08-20 **Latest** 2025-09-30  
**Guaranteed salary/wage per hour before deductions** 13.00 \$ per hour  
**Estimated tips** N/A  
**Average hours per week** 32  
**Required Interviews** Host Interview

**HOUSING INFORMATION**

**Housing Model** Host company provided

**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	Froggy Pirate Pub Inc ta The Froggy Dog
Description	Full service seafood restaurant
Web site	www.froggydog.com
Primary contact name	Julia Taft

Title	President
Department	N/A
Phone 1	2529954004
Fax	2529956033
Email	islandtimejobs@gmail.com

## Section 2

### DETAILED JOB INFORMATION

Site of Activity address	40050 NC Hwy 12, Avon, NC, 27915, United States
Job Title	Prep Cook
Special requirements	<ul style="list-style-type: none"> <li>- Housing is tied to this placement. Should participant be dismissed from placement housing will be terminated immediately.</li> <li>- Manual dexterity to operate cooking tools such as knives.</li> <li>- Flexibility to work shifts, weekends, nights, and holidays.</li> <li>- Before accepting this position, please know that you will need to be able to RIDE A BICYCLE. There is no public transportation in the area. You CANNOT learn to ride a bicycle while you are on program.</li> </ul> <p>***Although we are excited to offer this desirable job located in a remarkable and natural setting, please note that this role is in a remote location, and accessing a secondary workplace may be challenging due to limited transportation options. Additionally, cell service and wifi may be intermittent and/or primarily available in certain locations within the housing or work location.***</p>
Position details and description	<p>Prep Cook:</p> <p>Specific duties may include but are not limited to any combination of the following:</p> <ul style="list-style-type: none"> <li>- Following prep lists created by chefs.</li> <li>- Measuring ingredients and seasonings and preparing cooking ingredients such as soup stock to be used in the cooking process.</li> <li>- Preparing simple dishes, such as entrees or salads.</li> <li>- Ensuring all food items are properly stored and easily accessible.</li> <li>- Assisting chefs in preparing food and attending to any culinary tasks that arise.</li> <li>- Distributing plates to wait staff to be served, cleaning plates for dishwashing, and preparing takeaway packages for customers.</li> <li>- Supervising food and cooling room temperatures.</li> <li>- Accepting or rejecting ingredients from suppliers.</li> <li>- Maintaining a clean, orderly, and sanitized kitchen.</li> <li>- Preparing drinks and cocktails according to the chef's specifications.</li> <li>- Arrive on time dressed in uniform and begin work immediately.</li> <li>- Must be able to communicate in English.</li> <li>- Will assist Line Chef in food production for customers this will include working various stations in the kitchen for example cold line, fryers, banquet production.</li> <li>- Must leave a complete prep list for the following shift, assist in transporting food to various facilities on property.</li> <li>- Prepare food items to Chefs specifications and in a timely quick manor.</li> <li>- You will wash dishes, glasses, silver, pots and pans, take out trash, sweep, mop and maintain kitchen in a clean manor.</li> <li>- Check in and put away food deliveries.</li> <li>- Completes additional duties as assigned by supervisor</li> </ul>

Department	Prep Cook
Work schedule Shifts may vary; Hours may be reduced depending on business needs, weather, economic situations, your performance, sick time and other circumstances.	<i>Schedule will vary between 9:00 am and 00:00 am (midnight)</i>
Average hours per week	32
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.	\$13.00
Is Overtime available	Yes
Overtime wage (if applicable)	Overtime is available @ 1.5 x normal hourly rate. Overtime is offered but not guaranteed.
Required skills	In addition to a strong command of English, this position is physically demanding and requires: <ul style="list-style-type: none"> <li>- Manual dexterity to operate cooking tools such as knives.</li> <li>- Strong teamwork and communication skills.</li> <li>- Physical endurance to work long shifts in a busy environment.</li> <li>- Flexibility to work shifts, weekends, nights, and holidays.</li> <li>- Ability to work in a stressful, fast-paced environment.</li> <li>- Must be able to work with all staff and flexible to adjust to quick changes during day as we are a customer satisfaction business.</li> <li>- Must be able to work independent.</li> <li>- Must be able to work in a very fast paced environment and stay in control.</li> <li>- Work in a standing position for long periods of time (up to 8 hours)</li> <li>- Ability to receive direction and perform responsibilities in a fast paced environment.</li> <li>- Ability to accept constructive criticism, especially when under pressure.</li> <li>- Must be able to read and follow a recipe unsupervised.</li> </ul>
Required experience	Basic Cooking experience
English level	Good
Supervisor	Brandyn Powers

### Section 3

#### POSITION REQUIREMENTS

Grooming	
Grooming standards	<ul style="list-style-type: none"> <li>- Comfortable, non slip, closed toed shoes are required</li> <li>- Womens hair must be tied back and not touching shoulders.</li> <li>- No rings other than a wedding ring.</li> <li>- May wear a watch</li> </ul>
Dress code	<ul style="list-style-type: none"> <li>- Participants will be given 1 crew member t-shirt.</li> <li>- Dark washed jeans or pants, not faded, with no rips or tears.</li> </ul>

	<ul style="list-style-type: none"> <li>- Black closed toed non-slip shoes and a black belt.</li> <li>- Must wear a hat or hair net and have hair toed back if long.</li> <li>- No rings other than a wedding ring.</li> </ul>
Uniform provided?	Yes
Cost to Exchange Visitor	Additional shirts can be purchased at \$15.
When is uniform fee due	Depends on what student brings and what they need to purchase when they arrive
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	Hourly rate can increase to \$14 per hour upon 30 day review.
Training / Orientation	
Host Entity provides training/orientation	Yes
Description	Orientation will take place on arrival for 30 minutes. Training will take place on the job.
Will Exchange Visitors be paid during training/orientation	Yes
Length of training/orientation	One week
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	Host company provided
Gender requirement	Any
Housing type	Apartment
Housing name	Apartment 40126
Contact name	Julia Taft
Address	40126 NC Hwy 12 , Avon, NC, 27915
E-mail	islandtimejobs@gmail.com
Phone	2529954004
Housing cost	130.0
How often is rent due?	Per week
Is weekly cost/rent payroll deducted?	Yes
Housing deposit	200.0
Is housing deposit payroll deducted?	No
Is deposit refundable	Yes
Deposit refund policy	Yes
Can housing be co-ed	Yes
Is renters insurance required	No
Housing amenities	Basic amenities provided
Distance between work site and housing	Less than 0.5 miles
Transportation details	None required as housing is next to the workplace.
Description	Employer provided apartment.
Number of beds per room	2 - 4

Number of bedrooms	4
Exchange Visitors per property	8 - 16
Exchange Visitors per room	2 - 4
Bathrooms per property	2 - 3
Bedding and towels	Yes
Bedding and towel payment due	N/A
Kitchen facilities	Fully furnished kitchen
Additional items must bring	Personal items
Additional comments	N/A
Included in cost	N/A
Additional items included in cost	N/A
Administration fee due	N/A
Housing deposit due	Deposit due prior to moving in.
Housing deposit refundable	Yes
Further information on housing refund policy	<ul style="list-style-type: none"> <li>- Deposit is refundable, provided that the room and common areas are in the same condition as when the person has moved in.</li> <li>- Housing deposit will be refunded if housing is left undamaged and in the same condition upon arrival. Must pass housing inspection.</li> <li>- Employee must be in good standing.</li> <li>- Employee must work until the end date of their DS-2019 form.</li> <li>- Must provide Host Company with Social Security information.</li> <li>- Copy of DS 2019 Form must be submitted to your Host Company.</li> </ul>
Lease required	Yes
Further information on length of lease	For the full duration of the program.

### *Housing Lead 2*

Housing model	Host company provided
Gender requirement	Any
Housing type	Apartment
Housing name	Apartment 40146
Contact name	Julia Taft

Address	40126 NC Hwy 12 , Avon, NC, 27915
E-mail	islandtimejobs@gmail.com
Phone	2529954004
Housing cost	130.0
How often is rent due?	Per week
Is weekly cost/rent payroll deducted?	Yes
Housing deposit	200.0
Is housing deposit payroll deducted?	No
Housing fees - additional comments	N/A
Is deposit refundable	Yes
Deposit refund policy	Yes
Can housing be co-ed	No
Is renters insurance required	No
Housing amenities	Basic amenities provided
Distance between work site and housing	Less than 0.5 miles
Transportation details	None required as housing is next to the workplace.
Description	Employer provided apartment.
Number of beds per room	2 - 4
Number of bedrooms	4
Exchange Visitors per property	8 - 16
Exchange Visitors per room	2 - 4
Bathrooms per property	2 - 3
Bedding and towels	Yes
Bedding and towel payment due	N/A
Kitchen facilities	Fully furnished kitchen
Additional items must bring	Personal items
Additional comments	N/A
Included in cost	N/A

Additional items included in cost	N/A
Administration fee due	N/A
Housing deposit due	Deposit due prior to moving in.
Housing deposit refundable	Yes
Further information on housing refund policy	<ul style="list-style-type: none"> <li>- Deposit is refundable, provided that the room and common areas are in the same condition as when the person has moved in.</li> <li>- Housing deposit will be refunded if housing is left undamaged and in the same condition upon arrival. Must pass housing inspection.</li> <li>- Employee must be in good standing.</li> <li>- Employee must work until the end date of their DS-2019 form.</li> <li>- Must provide Host Company with Social Security information.</li> <li>- Copy of DS 2019 Form must be submitted to your Host Company.</li> </ul>
Lease required	No
Further information on length of lease	N/A
Fees additional comments	N/A

## 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.

Best Arrival Airport	Norfolk International Airport
Airport/bus/train pickup provided	Yes
General arrival instructions	<p>Please email the details of your travel plans to Blake and Julia at froggydogmp55@gmail.com and islandtimejobs@gmail.com at least two (2) weeks prior to your arrival in the US.</p> <p>Blakes cell number is (+1) 252 216 7971 and Julia's cell number is (+1) 252 216 7970.</p> <p>Please add the details of your visa appointment/outcome and flight arrival information in the Participant Portal.</p> <p>Once you arrive at Norfolk International Airport, you will be collected by the employer arranged airport pick up transport, provided that you have communicated your travel plans as above.</p> <p>Please note that you have to arrive on a Tuesday or Thursday by 5:00 pm ONLY as these are the scheduled days for airport pick-ups and orientation in the evening.</p> <p>If participants cannot arrive on Tuesday or Thursday by 5:00 pm, then it will need to be discussed with the employer on a case-by-case basis. They will then decide if they are able to pick up participants outside of these days and times.</p> <p>Should you arrive outside of the preferred arrival time, please see the information below:</p> <p>Participants will be responsible for their own Uber cost to the housing, which will be approximately \$250.</p>



	<p>OR</p> <p>Students will be responsible for the accommodation cost until the next Tuesday or Thursday when the employer provided airport pick up will be available.</p> <p>Accommodation suggestions for late arrival:</p> <p>Holiday Inn: Virginia Beach Norfolk 5655 Greenwich Rd, Virginia Beach, VA 23462 Contact: (+1) 757 499 4400 Cost: from \$128 per night (2 people sharing)</p> <p>Uber XL/Lyft XL (from Airport to Hotel) Cost: from \$18.00 per ride (2 people sharing)</p>
Should Exchange Visitors contact Host Entity before arrival	Yes
Upon arrival, Exchange Visitors should report	Blake and Julia
Phone number	+1 252 216 7971
Preferred arrival days	Tuesday and Thursday ONLY
Preferred arrival times	Before 5:00 pm

## Section 6

### ADDITIONAL INFORMATION

Social Security Information	
Address of the nearest social security office	1865 W, City Drive, Elizabeth City, NC, 27909
Distance of SSO from SOA	104 miles
Will Host Entity provide transportation to the nearest Social Security office	Yes
Will Host Entity help Exchange Visitors make copies of the necessary documents	Yes
Other Social Security assistance provided	<ul style="list-style-type: none"> <li>- Assistance will be provided as needed</li> <li>- You must wait 5 - 10 days after completing your SEVIS Check In to go to the Social Security Office.</li> <li>- GeoVisions recommends waiting 10 days for optimal success.</li> <li>- 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).</li> <li>- Please contact support@geovisions.com with any questions.</li> </ul>

## Section 7

### POTENTIAL CULTURAL ACTIVITIES

Fishing
Bird watching

Graveyard of the Atlantic

Cape Hatteras Lighthouse

Native American Museum