

Work & Travel USA

Employment Offer Agreement Form Summer 2008

Job Sourced by:

- Student
 USIT
 CIEE



Employer Section

I hereby certify that the student named below has been offered a temporary position with our company and that the terms and conditions of this offer are commensurate with his/her US counterpart(s).

Company name		Website							
Address									
City	State	Zip Code							
Telephone	Fax	Tax ID							
Dates of employment: from <table border="1"><tr><td>Day</td><td>Month</td><td>Year</td></tr></table> to <table border="1"><tr><td>Day</td><td>Month</td><td>Year</td></tr></table>				Day	Month	Year	Day	Month	Year
Day	Month	Year							
Day	Month	Year							
Maximum 4 months between 24th May and 10th October 2008 - exact dates MUST be indicated.									
Please note that some students may be eligible to start work at an earlier date subject to completion of their university year.									
Job title									
Job Description									
Wage per hour		Average number of hours per week							
Is an end of season bonus available? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, how much?							
Does employer provide housing? <input type="checkbox"/> Yes <input type="checkbox"/> No		Cost of housing?							
Amount of housing deposit		Type of accommodation							
Is housing shared? <input type="checkbox"/> Yes <input type="checkbox"/> No		Is housing furnished? <input type="checkbox"/> Yes <input type="checkbox"/> No							
Comments and any other contractual obligations									
Name of Work & Travel applicant (please print clearly)									
Name of company representative		Title							
Mobile	Email	<table border="1"><tr><td>Day</td><td>Month</td><td>Year</td></tr></table>		Day	Month	Year			
Day	Month	Year							
Signature		Date							

Work & Travel Participant Section

By signing below, I indicate my understanding and agreement with the following terms:

1. Any position offered to me is not a firm, irrevocable offer and may be revoked at any time before I commence employment. In the event that the employer revokes this offer, USIT and CIEE will assist me in my effort to find alternative employment, but USIT and CIEE make no guarantee that its effort will be successful. I will be an employee-at-will, and my employment relationship may be terminated at any time by the employer.
2. The terms above are general in nature and my hours and duties are subject to change. I will report to the employer listed above within five days of arrival in the United States. I will work for a period that will not exceed the end date on my DS-2019 form. If I wish to change employers I must inform both USIT and CIEE prior to or within five days of doing so.
3. I will adhere to all rules regarding employment and programme participation. Should I change jobs without informing USIT and CIEE or if I violate any USIT or CIEE rules, CIEE may terminate its sponsorship of me and I will be required to return home. I also understand that such termination may prevent me from receiving future visas.

Name	Email			
Signature	Date <table border="1"><tr><td>Day</td><td>Month</td><td>Year</td></tr></table>	Day	Month	Year
Day	Month	Year		

THE US Employer should post the original to either the participant who will forward same to USIT or to the Programmes Department in USIT (see address below). Alternatively, the US Employer can fax the form directly to Programmes Dept. THE US EMPLOYER & PARTICIPANT SHOULD KEEP A COPY FOR THEIR OWN RECORDS.

USIT
Programmes Department
19/21 Aston Quay
Dublin 2
Fax: 01 602 1709

www.usit.ie

