Philadelphia International Institute
1353 Christian Street
Philadelphia PA 19147

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Cape May NJ 08204

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Summer Work/Travel program 2013
Employment Agreement
(Please fill out clearly in CAPS LOCK)

We are pleased to make the following job offer
to _____ (Name of Employee - SWT participant)
under the conditions below:

DESCRIPTION OF EMPLOYMENT OFFER:
• **Employer Company Name:** _____
• **Full Address:** _____
• **Supervisor Name and Position:** _____
• **Telephone:** _____**Fax:**_____ **E-mail:**_____
• **EIN or Tax Identification Number:**_____

Workers' Compensation Insurance Provider:	Policy#:	Exp. Date:

• **Host Site Assigned:** _____
• **Job dates: Starting:** _____ **Ending:** _____
• **Expected Arrival date to city of employment:**
• **$/hr. minimum amount per hour:**
• **Average hours per week:**
• **Position Title and expected tasks**: _____
_____
• **Shifts**: _____
• **Overtime opportunities:** _____ (Yes/No)
• **English level required to retain position:** _____
• **Lodging conditions** (if any): _____
• **Transportation:** The participant (Employee) is responsible for covering any transportation expenses to the above assigned job location from home country and during staying in the United States.

• **J-1 visa sponsorship**: The Employer and the participant (Employee) understand that **Philadelphia International Institute** (PII) sponsors the participant to work at the site specified in DS-2019. Change of the site can only be made upon agreement with PII.

EMPLOYMENT OFFER:
_____ _____(Name of Employer) offers this position to
_____ (Name of Employee - SWT participant) under the above conditions.

Name of US Employer Representative: _____ **Date:** _____

US Employer Representative signature: _____

SUMMER WORK & TRAVEL PARTICIPANT'S STATEMENT OF ACCEPTANCE:
I have read thoroughly this contract and accept the position with all the conditions offered herein. I agree to work through the last day of work stated above. I agree not to work beyond the ending program date in DS-2019. I understand that I could be transferred to another position during my employment. I understand that either the Employer or I can terminate the Employment Agreement at any time with prior notice and for any reasons not prohibited by law (customary practice: two weeks advance notice by the employee).

Participant name in block letters: _____ **Date:** _____

Participant's signature: _____