

SWT Employer Application Job Information Form



Host Property Information

Company Name	
Company Website	
Company Address (street, city, state, zip)	
Number of Employees	
Hiring Managers Name	
Hiring Managers Title	
Email	
Business Telephone	
Describe the Seasonal/Temporary Nature of the Employer	

Internship/Training Information

Position(s)	
Rate of Pay	
Program Start Dates	
Program End Dates	
Hours Per Week	
Pay Schedule (weekly or bi-weekly)	

Requirements

Interview – Do you require a video Skype interview or phone interview? If Skype please provide Skype ID.	
Drug test required?	
Are Uniforms provided? Please explain.	

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What uniform items should participants bring or be prepared to purchase?	
Other	

Housing Information

Is employer housing provided? If no, please provide details on housing assistance (number of nights in hotel) and local accommodation suggestions.	
Cost of Rent	
Deposit Details	
Housing Description	
What is Included?	
Distance from Employer Site	
Co-ed?	
Recommended items to bring	

Daily Transportation Information

Is Daily Transportation Provided?	
Cost of Transportation	
Public Transportation Available?	
Other details about Transportation	

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Arrival Information

What airport should the participant fly into?	
Do you provide airport pick up? If no, please outline the best form of transportation	

Area Information

How far is the nearest grocery store, bank, restaurant, pharmacy?	
Other accessible attractions with public transportation	
Other	

Benefits, Cultural Exchange and Additional Information

Employee Benefits (<i>meals, discount rooms, use of facilities</i>)	
Cultural Exchange Activities, local cultural events	
Additional Information	

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