



# Onigiri Kororin Internship Job Description

## INTERNSHIP HOST INFORMATION

<b>Company Name:</b>	Onigiri Shuttle Kororin
<b>Company Website:</b>	<a href="http://www.onigirikororin.com">www.onigirikororin.com</a>

## INTERNSHIP PROJECT DETAILS

<b>Internship Title:</b>	Kitchen Assistant
<b>Number of internship positions currently available:</b>	1
<b>Internship Description:</b>	<b>Please describe the overall project scope and the intern's responsibilities.</b> The kitchen production assistant is expected to learn how to mix ingredients per recipe, package finished products for sale, know/apply/be compliant with basic food sanitation, and have an interest for healthy food and Japanese culture.
<b>Internship Objectives:</b>	<b>Internships should enhance the intern's skills and experiences, and should also provide interns with a broader view of the business and company. What are the specific skills the intern will obtain from this opportunity?</b> The intern will have an opportunity to get exposed to the start-up life. We are a small business run by two designers with little experience in the food industry. However the intern will be able to be exposed to our marketing planning and discussions, sales strategy, kitchen operations enhancement, new product and menu item ideas as well as general business administration tasks. It will be hopefully a great and rich learning experience with an opportunity to experience firsthand the entrepreneurship life.
<b>Required Skills:</b>	<b>Please include any functional, technical, interpersonal, or software skills.</b> <ul style="list-style-type: none"> <li>• Over the age of 18</li> <li>• ServSafe Food Handler Certificate <ul style="list-style-type: none"> <li>◦ If you don't have already, ICNC/The Hatchery can assist with that</li> </ul> </li> <li>• Good communication skills</li> <li>• Punctuality is key and reliability as well as an attitude towards learning</li> </ul>
<b>Additional Requirements:</b>	<b>Please include any additional requirements an intern must have, such as a 4hr stage, a valid driver's license, access to a car, be willing to travel, slip resistant shoes, etc.</b> <ul style="list-style-type: none"> <li>• Complete 2 – 4 hour stage (trial run)</li> <li>• Access to a car and a valid driver's license is a plus</li> </ul>
<b>Compensation:</b>	<b>Through ICNC/The Hatchery's PepsiCo Grant, interns are allowed to work a maximum of 80 hours at \$13.50/hour for a total of \$1,080– this cost is covered and paid for by this grant.</b> <ul style="list-style-type: none"> <li>• Interns will submit their time sheet on a biweekly schedule and their internship stipend will also be given to them on a biweekly schedule.</li> <li>• Interns are considered independent contractors and they will need to complete a W9 form; please note, no taxes are taken out of your stipend check.</li> </ul>
<b>Duration:</b>	<b>Anticipated Start Date:</b> June 28, 2021 <b>Anticipated End Date:</b> August 31, 2021
<b>Schedule:</b>	<b>Number of Hours per Week:</b> 20 <b>Days and Hours:</b> Monday - Friday 8:00 am 12:00 pm <b>Work Location:</b> The Hatchery @ 135 N Kedzie Ave Chicago, IL 60612
<b>Post-Internship Employment:</b>	<b>Will there be an opportunity for Full Time employment after graduation?</b> Yes, depending on our sales and how well the intern does.