

# Job Posting: Review

## **Employer Details**

---

### **LEGAL NAME**

Cornerstone PM, Inc.

### **DOING BUSINESS AS**

dba Cornerstone Property Management

### **ADDRESS**

3910 Adler Place Suite 100  
Bethlehem, PA 18017-9299

### **PHONE**

610-398-8044

## **Basic Details**

---

### **APPROVAL STATUS**

Pending

### **JOB POSTING STATUS**

New

### **JOB POSTING NUMBER**

14530526

### **POSTING DATE**

12/8/2020 4:21:54 PM

### **JOB TITLE**

Landscaping/Lawncare Maintenance

### **JOB SUMMARY**

Landscaping/Lawncare Maintenance. 3 temporary/full-time positions with Cornerstone PM, Inc. DBA Cornerstone Property Management from 4/1/2021 - 11/15/2021.

Landscape or maintain grounds of property using hand or power tools or equipment. Workers typically perform a variety of tasks, which may include any combination of the following: sod laying, mowing, trimming, planting, watering, mulching, weeding, fertilizing, digging, raking, wood chipping, clean-up, assists with sprinkler installation, and installation of mortarless segmental concrete masonry wall units.

Must lift/carry 75 lbs., when necessary. Saturday and Sunday work required, when necessary. Employer-paid drug testing required of foreign and domestic workers prior to commencing work and post-hire at random.

Requires three months of previous landscape experience.

Employer pays in advance or reimburses workers in the first workweek for all government-mandated and visa-related fees (excluding passport fees). For non-local workers (i.e., residing outside normal commuting distance), employer reimburses inbound travel costs no later than upon completion of the first half of the contract (the 50 percent point). Inbound travel includes transportation costs from worker's permanent residence or place of recruitment to the place of employment, a daily subsistence for meals, and reasonable lodging costs, if applicable. Subsistence reimbursements based on rates specified in the Federal Register (currently \$12.68 per day minimum, or \$55.00 per day maximum for workers with acceptable receipts). Transportation reimbursements based on worker's actual cost, not to exceed the most economical common carrier transportation costs for distances involved. Employer provides or pays outbound travel costs to same workers upon completion of the contract period or early dismissal, except where the worker has subsequent employment.

Employer guarantees to offer hours equal to at least three-fourths of the workdays in each 12-week period of the total contract period, beginning with the first workday after the worker arrives at the place of employment and ending on the contract end date or any extension thereof. Employer may count all hours worked, as well as any hours offered within the standard work schedule that a worker chooses to not work, up to the maximum number of daily hours on the job order.

Workers who voluntarily abandon employment are not entitled to payment for outbound travel costs or the full three-fourths period guarantee described above.

Employer will provide without charge company-specific uniform and all tools, supplies and equipment necessary to perform duties assigned. If needed, employer will assist in arranging optional worker-paid lodging for hired foreign and non-local U.S. workers.

#### JOB LOCATION:

3910 Adler Place, Suite 100, Bethlehem, PA 18017, 222 S. 15th St, Allentown, PA 18102, 2019 Reading Rd, Allentown, PA 18104, 2321 Riverbend Rd, Allentown, PA 18103, 1914 Pennsylvania St, Allentown, PA 18104, 1 E. Main St, Macungie, PA 18062, 1-13 N. Church St, Macungie, PA 18062, 116 Church St, Catasauqua, PA 18032, 20 S. 12th St., Catasauqua, PA 18032, 2540 Hartman Dr, Center Valley, PA 18034, 2541 Hartman Dr., Center Valley, PA 18034, 2548 Hartman Dr., Center Valley, PA 18034, 2555 Hartman Dr., Center Valley, PA 18034, 2556 Hartman Dr., Center Valley, PA 18034, 2564 Hartman Dr., Center Valley, PA 18034, 2567 Hartman Dr., Center Valley, PA 18034, 2578 Hartman Dr., Center Valley, PA 18034, 2581 Hartman Dr., Center Valley, PA 18034, 2586 Hartman Dr., Center Valley, PA 18034, 2591 Hartman Dr., Center Valley, PA 18034, 2594 Hartman Dr, Center Valley, PA 18034, 2605 Hartman Dr., Center Valley, PA 18034, 2610 Hartman Dr., Center Valley, PA 18034, 2620 Hartman Dr., Center Valley, PA 18034, 2621 Hartman Dr., Center Valley, PA 18034, 2630 Hartman Dr., Center Valley, PA 18034, 2631 Hartman Dr., Center Valley, PA 18034, 2640 Hartman Dr., Center Valley, PA 18034, 2641 Hartman Dr., Center Valley, PA 18034, 2650 Hartman Dr., Center Valley, PA 18034, 2510 Saucon Dr., Center Valley, PA 18034, 2515 Saucon Dr., Center Valley, PA 18034, 2529 Saucon Dr., Center Valley, PA 18034, 2530 Saucon Dr., Center Valley, PA 18034, 2545 Saucon Dr., Center Valley, PA 18034, 2550 Saucon Dr., Center Valley, PA 18034, 2557 Saucon Dr., Center Valley, PA 18034, 2560 Saucon Dr., Center Valley, PA 18034, 2563 Saucon Dr., Center Valley, PA 18034, 2575 Saucon Dr., Center Valley, PA 18034, 2576 Saucon Dr., Center Valley, PA 18034, 2589 Saucon Dr., Center Valley, PA 18034, 2590 Saucon Dr., Center Valley, PA 18034, 2601 Saucon Dr.,

Center Valley, PA 18034, 2602 Saucon Dr., Center Valley, PA 18034, 2619 Saucon Dr., Center Valley, PA 18034, 2620 Saucon Dr., Center Valley, PA 18034, 2625 Saucon Dr., Center Valley, PA 18034, 2630 Saucon Dr., Center Valley, PA 18034, 2637 Saucon Dr., Center Valley, PA 18034, 2649 Saucon Dr., Center Valley, PA 18034, 4874 Old Bethlehem Pike, Bethlehem, PA 18015, 4738 Old Bethlehem Pike, Bethlehem, PA 18015, 502 Chestnut St., Emmaus, PA 18049, 602 E 21st St., Northampton, PA 18017, 602 B. E. 21st St, Northampton, PA 18017, 4851 Saucon Creek Rd., Center Valley, PA 18034, 4801 Saucon Creek Rd., Center Valley, PA 18034, 107 S. Main St., Alburtis, PA 18011, 2496 Saucon Dr., Center Valley, PA 18034 and 4797 Old Bethlehem Pike, Bethlehem, PA 18015 and multiple worksites within Northampton and Lehigh counties.

Employer will offer daily transportation to and from the worksite from a centralized designated pick-up place at no cost to workers. Use of this transportation is voluntary. Employer provides incidental transport between job sites.

**WAGE INFORMATION:**

Wage rate is no less than \$15.13 per Hour. Overtime hours vary at: \$22.70 per Hour.

Raises and/or bonuses may be offered to any worker in the specified occupation, at the company's sole discretion, based on individual factors including work performance, skill, and tenure. A single workweek will be used to compute wages due. The payroll period is bi-weekly. Workers are paid by check on Friday. The standard work schedule is from 7:30 AM until 4:00 PM, Monday through Friday.

Employer will offer 40 hours per week. Employer may offer more than the stated work hours, depending on weather, business needs, and other conditions. Extreme heat, cold, rain, or drought may affect exact working hours.

Employer makes all payroll deductions required by law. Employer does not envision other workforce-wide payroll deductions. Voluntary deductions must be pre-authorized in writing and may include the following: Voluntary advances and/or loans made to workers, if any, may be repaid by pre-authorized payroll deductions. Employer will deduct for the reasonable fair market value cost of rent and utilities based on number of occupants for workers who voluntarily elect to live in employer-offered housing.

**REFERRAL INSTRUCTIONS:**

State Workforce Agencies (SWAs) may only refer for employment individuals who have been apprised of all the material terms and conditions of employment and who are qualified and will be available for employment. The actual employment offer is at the sole discretion of the employer. Referrals will be accepted from the SWAs, directly from applicants, or from other sources. Applicants must possess documentation required to enable the employer to comply with the employment verification requirements of IRCA.

**JOB TITLE (OTHER THAN ENGLISH)**

**JOB SUMMARY (OTHER THAN ENGLISH)**

**IS THIS FOREIGN LABOR CERTIFICATION JOB POSTING ?**

Yes

**FOREIGN LABOR CERTIFICATION TYPE**

H2B

**FOREIGN LABOR START DATE**

04/01/2021

**FOREIGN LABOR END DATE**

11/15/2021

**H2A/H2B CLOSING DATE**

**FEDERAL CONTRACTOR JOB LISTING (FCJL) JOB POSTING**

No

**IS COMPANY UNDER AFFIRMATIVE ACTION RULING**

No

**EXPERIENCE**

3 Months

**LICENSE TYPE**

None

**STATE**

**ENDORSEMENTS**

**EDUCATION LEVEL**

No formal schooling

**ASSIGNED STAFF**

---

**Job Site Details**

EDIT

**ADDRESS LINE 1**

3910 Adler Place Suite 100

**ADDRESS LINE 2**

**CITY**

Bethlehem

**STATE**

Pennsylvania

**ZIP CODE**

18017

**COUNTY**

Northampton

**WORK SHIFT**

Day

**JOB TYPE**

Temporary/Seasonal

**INTERNSHIP TYPE**

**HOURS PER WEEK**

40.00

**MINIMUM SALARY**

15.13

**MAXIMUM SALARY**

15.13

**SALARY PER**

Hour

**COMMISSION**

None

**DISPLAY SALARY TO INDIVIDUALS**

Yes

**NUMBER OF OPENINGS**

3

**ACTUAL NUMBER OF JOB REFERRALS**

**IS THIS JOB OPENING CONSIDERED TO BE A 'GREEN JOB'?**

No

---

**Contact Details**

EDIT

## POINT OF CONTACT

Unknown, Ali

## DO YOU REQUIRE AN APPLICATION TO BE SUBMITTED ON YOUR WEBSITE?

No

## WOULD YOU LIKE PA CAREERLINK® STAFF ASSISTANCE FOR THIS JOB POSTING?

Unassisted

## WOULD YOU LIKE TO DISPLAY YOUR COMPANY NAME?

Yes

## FOLLOW-UP INSTRUCTIONS

Forward Résumé by Fax to Primary Contact

Follow Special Instructions: To apply, fax resume to Cornerstone PM, Inc. DBA Cornerstone Property Management at (610) 625-3266 or apply at the job order holding office: PA CareerLink - Lehigh Valley, 555 Union Blvd Allentown, PA 18109, phone (610) 437-5627.

---

## Occupation Matching

[EDIT](#)

Occupation Title	Minimum Required Experience	Certification Needed?	Primary Occupation	Skills Entered
Landscaping and Groundskeeping Workers	3 Months	No	Yes	No

---

## Matching Options

[ADD MATCHING OPTION](#)

---

## Screening Questionnaire

[ADD QUESTIONNAIRE](#)

---

[PRINTER FRIENDLY VERSION](#)

Close

Created On: 12/8/2020 4:21:54 PM  
Created By: EMPLOYER  
Last Updated On: 12/24/2020 10:03:08 AM  
Updated By: EMPLOYER