



Icy Strait Point Staff Perks: Earn up to \$1,000 seasonal incentive pay bonus. Free transportation to and from work. Free tours on a space available basis. 40% discount on meals purchased from ISP venues. 25% discount on products from ISP Retail Shops. Free transportation on work catamaran to/from Juneau. Annual Staff Olympics and team-building activities (get paid for a day of fun, games, and food). Employee Break Room. Four complimentary tour tickets to give to your family or friends. Employee partial uniform provided.



WORK & TRAVEL USA

## Icy Strait Point Hoonah, Alaska

<http://www.icystraitpoint.com>

### Company Description

Icy Strait Point Staff Perks: Earn up to \$1,000 seasonal incentive pay bonus. Free transportation to and from work. Free tours on a space available basis. 40% discount on meals purchased from ISP venues. 25% discount on products from ISP Retail Shops. Free transportation on work catamaran to/from Juneau. Annual Staff Olympics and team-building activities (get paid for a day of fun, games, and food). Employee Break Room. Four complimentary tour tickets to give to your family or friends. Employee partial uniform provided.

### Find second jobs in the community

No, unlikely

### Housing

Yes

### Housing Cost

\$ 70 per Week

### Meal Plan

Not available

### Cost per Day

\$ 0

### Hire Participants Travelling in Groups

Yes

### Maximum Group Size

3 to 4

### Grooming Requirements

N/A

### Types of Cultural Opportunities

Potlucks or Dinners, Shopping Trips, Trips to Nearby/Major Attractions, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Company Parties



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## Icy Strait Point - Cook

### HOST INFORMATION

#### Company Description:

Icy Strait Point Staff Perks: Earn up to \$1,000 seasonal incentive pay bonus. Free transportation to and from work. Free tours on a space available basis. 40% discount on meals purchased from ISP venues. 25% discount on products from ISP Retail Shops. Free transportation on work catamaran to/from Juneau. Annual Staff Olympics and team-building activities (get paid for a day of fun, games, and food). Employee Break Room. Four complimentary tour tickets to give to your family or friends. Employee partial uniform provided.

**Host Website:** <http://www.icystraitpoint.com>

**Site of Activity:** Icy Strait Point

**Parent Account Name:** Icy Strait Point

**Host Address:** 108 Cannery Road Hoonah , Alaska , 99829

**Nearest Major City:** Juneau , Alaska , Over 50 miles away

### PLACEMENT INFORMATION

#### Job Description:

Chef/Cook/Cook Assistant employees are required to perform various food and beverage related tasks including:

- Cooking or preparing food items according to procedures or recipes.
- Placing food items on serving plates or dishes along with required condiments and utensils to present to customers.
- Preparing items quickly and accurately ensuring no waste and in accordance with production and portion requirements and quality standards while maintaining a safe, sanitary work environment.
- Maintaining and cleaning all Food Service areas according to all county, state, and federal health codes and sanitation procedures including preparation tables, equipment, floors, supply areas, refrigerators, and coolers.
- Washing all dirty dishes and equipment.
- Ensuring that cooking grease is rotated properly.
- Maintaining all necessary food reporting and labeling to ensure product quality.
- At the beginning of the day, responsible for getting food preparation areas stocked and set-up.
- At the end of the day, responsible for cleaning up food preparation areas and properly storing unused food items.
- Keeping supervisor/manager informed of all supply, food, and product inventory when necessary.
- Keeping supervisor/manager informed of situations relating to facility operation, patron complaints or concerns, accidents, emergency situations, damages, and potential safety hazards.
- Attend departmental and team meetings as well as participate in all additional training courses.
- Perform all duties in a safe manner.
- Employees may be asked to move to different locations or job assignments within the property, as needed.
- Other duties may be assigned.

**Drug Test required:** Yes

## COMPENSATION

**Hourly Wage:** \$12

**Eligible for Tips:** No

**Estimated weekly wages including tips:** \$420

**Bonus:** Yes

Bonus is based on completing agreed to work dates, perfect attendance and performance. Estimated between \$600 and \$800 for 12-16 weeks. Bonus at employer's discretion.

\* All figures above are pre-tax

**Estimated average number of hours per week:** 40

**Estimated minimum number of hours per week:** 35

**Estimated maximum number of hours per week:** 40

**Potential fluctuation in hours per week:**

Operational days depend on cruise ship days. Non cruise ship days are considered off days. Positions will require 3-5 days of work per week-students will receive an average of 32 hours per week.

**Average number of hours per week reached by last year's seasonal employees:** 40

## JOB REQUIREMENTS

**English Level required:**



**Upper-Intermediate**

**Required to be 21+:** No

**Previous Experience required:** Yes

Not required, but previous kitchen experience is appreciated.

**Qualifications & Conditions**

Lifting

Lifting requirement: 50lbs/22kgs

Description:

Students may be asked to lift or carry items up to 50lbs

Standing for entire shift

Handling cleaning chemicals

**Job Training required:** Yes

Length of job training:  
on-the-job training

Hours per week during training period: 32

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Students will receive certification for some training courses undertaken, such as CPR and First Aid. Students will be given an Employee Handbook upon arrival which will outline in detail all company policies and expectations.

**Need to wear uniform:** Yes

Uniform Policy:

Students must bring their own black denim jeans and black, belt if worn, and black or brown work shoes. A uniform short will be provided

Cost of uniform: \$0

Uniform laundry: Participant responsibility

**Dress Code:** Yes

Description:

Clothing must be clean, neat and in good repair. Jeans must be loose enough that uniform shirts can be tucked into the waistband. Personal hygiene is important and everyone is expected to present a neat and clean appearance. Jewelry and tattoos should not be excessive or distracting to guests and what is acceptable is left to the discretion of management.

## CULTURAL OPPORTUNITIES

### **Types of Cultural Opportunities:**

Potlucks or Dinners, Shopping Trips, Trips to Nearby/Major Attractions, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Company Parties

### **Additional Details about Cultural Offerings:**

Icy Strait Point is located 50 miles west of Juneau and 22 miles south of Glacier Bay National Park and Preserve on Chichagof Island.

Hoonah, Alaska's largest Tlingit village, is 1.5 miles away, with a population of ~750 people.

ISP occupies more than 23,040 acres of beach & temperate rainforest.

### **Local Cultural Offering:**

Boating, fishing, or whale watching. Take a drive out the road to search for wildlife. Make friends and have a picnic. Go kayaking or berry picking. Play basketball or exercise at the gym. Take a ferry or fly to Juneau - go shopping, take a hike, or go to a movie. Go for a bike ride or go swimming.

## HOUSING AND TRANSPORTATION

**Housing Provided:** Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. May find own (can choose alternative).

### **Employer-owned or employer-arranged housing description:**

Housing Rent covers monthly electric, trash, water/sewer and satellite TV. This is about 50% less expensive than if you were to try and find housing on your own. Hoonah has very limited housing simply due to the size of the community. Housing accommodations could be considered similar to college dorm rooms, with two employees per sleeping area and shared common/kitchen/bath spaces. No pets are allowed in housing. Icy Strait Point provides two options for housing one is known as the Bunkhouse and the other is Container Housing. Below you will find details of these two housing options. If you have a preference on these two options please notify your supervisor and we will consider your request. Final placement in housing will be determined by management. Basics: Rent is \$10 per person per day which will be collected as a payroll deduction. Rental agreement and \$100 security deposit required. Tenants are expected to be respectful of the property and each other. Smoking is not allowed on the property nor is abuse of alcohol. Provided: Sleeping rooms with two twin size beds, two dressers, two racks for hanging clothes, nightstands and lighting. Kitchen is fully equipped for preparation of meals. We also provide toilet paper, paper towels and dish detergent. Employees are responsible for providing other consumables. Two washers and dryers are available at no charge for employee use. Not Provided: Bed linens, pillows Food and other consumables. Combination lock or key lock for personal use. The Bunkhouse consists of seven rooms shared by two, a common kitchen, dining and lounge area, and men's and women's bathrooms with two showers, toilets and wash basins.

**Lease Agreement:** Yes

### **Onsite Amenities:**

WiFi: Yes

Description:

Included in rent for one device. Other vouchers for internet are available for purchase.

Phone Service: Yes

Description:

Cell service can be purchased at AT&T in Juneau or at Cabin Cache/Radio Shack in Hoonah.

Kitchen facilities: Yes

Description:

Shared kitchen space

Laundry facilities: Yes

Description:

Shared laundry space

### **Occupancy Requirements for Provided Housing:**

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 1 - 2

Rooming Arrangement Description:

You may request to live with your friend(s)/partner. Some housing is co-ed (not the room you share, but the building you may be in). Other is not co-ed. If you have a preference, please let me know in advance.

### **Provided Housing Cost:**

Required to Pay for Provided Housing: Yes

Cost per Week: \$70

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$100

Description:

Pay upon arrival.

Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

Cleanliness and quality of living condition upon departure.

Details About Deposit Refund:

Final pay period.

### **Transportation to Worksite:**

Walking Commute Time

Estimated commute time: 30 to 45 minutes

Description: Flat road, less than 2 miles.

Biking

Estimated commute time: Under 15 minutes

Bicycles are provided free of charge: No

Bicycles are not provided: No

Bicycles are available to rent: Yes

Estimated cost: \$100

Total: Yes Per Day: No

Description: Flat road, less than 2 miles

Employer-Provided Transportation

Estimated commute time: Under 15 minutes

Employer-Provided Transportation is free of charge

Description: Every 20 min before scheduled work shifts. Every 20 minutes at the end of scheduled work shifts.

## **ARRIVAL INFORMATION**

### **Arrival Instructions:**

It is the employee's responsibility to make their own travel arrangements from their home to/from Hoonah, Alaska

Alaska Airlines is the major airline that operates from Seattle to Juneau. From Juneau to Hoonah, options are the Alaska Marine Highway state ferry or the small regional airline, Alaska Seaplanes. Please note that the largest aircraft is a 9-seater and ferry service is not daily. If you are afraid of flying, you should make sure the ferry service will work for you.

The flight from Juneau to Hoonah is approximately 20 minutes and the fare is around \$100 each way. Alaska Seaplanes ([www.flyalaskaseaplanes.com](http://www.flyalaskaseaplanes.com)), 907.789.3331

The Alaska State Ferry offers limited service to/from Hoonah from Juneau. All ferries are passenger and vehicle vessels if you plan to drive to Alaska. If time allows, you can take the ferry from Bellingham, Washington or Prince Rupert, British Columbia to Juneau, allowing for a unique start to your Alaskan adventure. Alaska State Ferry ([www.FerryAlaska.com](http://www.FerryAlaska.com)), 800.642.0066

**Suggested Arrival Airport:**

Juneau International Airport, JNU, Over 50 miles

Hoonah International Airport, HNH, Less than 10 miles

**Estimated cost of transportation to worksite from suggested airports:** \$75 to \$100

**If arriving after regular hours:**

**Suggested After-Hours Accommodation:**

Juneau International Hostel  
614 Harris Street  
Juneau , Alaska 99801  
<https://www.juneauhostel.net/>  
\$0 to \$25

## TRAINING AND ONBOARDING

**Pre-Arrival Onboarding:** Yes

There will be a welcome email sent to you upon hire with further instructions, questions, etc.

**Social Security Number:**

Require participants to apply for SSN before arrival at worksite: Yes

Details about how to apply for Social Security Number:

This will all be in your welcome email.

Nearest SSA Office: Juneau , Alaska , Over 50 miles

**Other:**

Wage Payment Schedule:

Bi-weekly (every two weeks) via Check or Direct Deposit.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

N/A



Second Job Availability: No, unlikely

Applicable Company Policies:

Basics:

Rent is \$10 per person per day which will be collected as a payroll deduction.

Rental agreement and \$100 security deposit required.

Tenants are expected to be respectful of the property and each other.

Smoking is not allowed on the property (smoking area nearby), nor is abuse of alcohol.

## COMMUNITY AMENITIES

**Walking Distance from Worksite:**

Food Market, Post Office, Restaurants, Fitness Center, Internet Cafe, Public Library

**Walking Distance from Housing:**

Food Market, Post Office, Restaurants, Fitness Center, Internet Cafe, Public Library

**Unavailable:**

Shopping Mall, Bank



## Icy Strait Point - Guest Service Representatives

### HOST INFORMATION

**Company Description:**

Icy Strait Point Staff Perks: Earn up to \$1,000 seasonal incentive pay bonus. Free transportation to and from work. Free tours on a space available basis. 40% discount on meals purchased from ISP venues. 25% discount on products from ISP Retail Shops. Free transportation on work catamaran to/from Juneau. Annual Staff Olympics and team-building activities (get paid for a day of fun, games, and food). Employee Break Room. Four complimentary tour tickets to give to your family or friends. Employee partial uniform provided.

**Host Website:** <http://www.icystraitpoint.com>

**Site of Activity:** Icy Strait Point

**Parent Account Name:** Icy Strait Point

**Host Address:** 108 Cannery Road Hoonah , Alaska , 99829

**Nearest Major City:** Juneau , Alaska , Over 50 miles away

### PLACEMENT INFORMATION

**Job Description:**

Will sell tours to guests off cruise ships who have not previously booked. Will answer questions about everything on site and in the local community of Hoonah, give directions, etc.

Greeting all guests as they enter the store in a timely manner.

- Assisting or advising guests on their purchases.
- Educating guests on tour options and excursions
- Stocking and inventory of merchandise items.
- Maintaining and cleaning all retail areas including stock room, display areas, floors, and cash register/check-out area.
- Demonstrate a high level of customer service. Respond to and take appropriate action to resolve concerns and complaints of guests.
- Keep supervisor/manager informed of situations relating to facility operation, patron complaints or concerns, accidents, emergency situations, damages, and potential safety hazards.
- Attend departmental and team meetings as well as participate in all additional training courses.
- Perform all duties in a safe manner.
- Employees may be asked to move to different locations or job assignments within the property, as needed. Other duties may be assigned.

**Drug Test required:** Yes

### COMPENSATION

**Hourly Wage:** \$12

**Eligible for Tips:** No

**Estimated weekly wages including tips:** \$420

**Bonus:** Yes

Bonus is based on completing agreed to work dates, perfect attendance and performance. Estimated between \$600 and \$800 for 12-16 weeks. Bonus at employer's discretion.

\* All figures above are pre-tax

**Estimated average number of hours per week:** 40

**Estimated minimum number of hours per week:** 35

**Estimated maximum number of hours per week:** 40

**Potential fluctuation in hours per week:**

Operational days depend on cruise ship days. Non cruise ship days are considered off days. Positions will require 3-5 days of work per week-students will receive an average of 32 hours per week.

**Average number of hours per week reached by last year's seasonal employees:** 40

## JOB REQUIREMENTS

**English Level required:**



**Advanced**

**Required to be 21+:** No

**Previous Experience required:** No

### **Qualifications & Conditions**

Lifting

Lifting requirement: 50lbs/22kgs

Description:

Students may be asked to lift or carry items up to 50lbs

Standing for entire shift

Handling cleaning chemicals

**Job Training required:** Yes

Length of job training:

on-the-job training

Hours per week during training period: 32

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Students will receive certification for some training courses undertaken, such as CPR and First Aid. Students will be given an Employee Handbook upon arrival which will outline in detail all company policies and expectations.

**Need to wear uniform:** Yes

Uniform Policy:

Students must bring their own black denim jeans and black, belt if worn, and black or brown work shoes. A uniform short will be provided

Cost of uniform: \$0

Uniform laundry: Participant responsibility

**Dress Code:** Yes

Description:

Clothing must be clean, neat and in good repair. Jeans must be loose enough that uniform shirts can be tucked into the waistband. Personal hygiene is important and everyone is expected to present a neat and clean appearance. Jewelry and tattoos should not be excessive or distracting to guests and what is acceptable is left to the discretion of management.

## CULTURAL OPPORTUNITIES

### **Types of Cultural Opportunities:**

Potlucks or Dinners, Shopping Trips, Trips to Nearby/Major Attractions, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Company Parties

### **Additional Details about Cultural Offerings:**

Icy Strait Point is located 50 miles west of Juneau and 22 miles south of Glacier Bay National Park and Preserve on Chichagof Island.

Hoonah, Alaska's largest Tlingit village, is 1.5 miles away, with a population of ~750 people.

ISP occupies more than 23,040 acres of beach & temperate rainforest.

### **Local Cultural Offering:**

Boating, fishing, or whale watching. Take a drive out the road to search for wildlife. Make friends and have a picnic. Go kayaking or berry picking. Play basketball or exercise at the gym. Take a ferry or fly to Juneau - go shopping, take a hike, or go to a movie. Go for a bike ride or go swimming.

## HOUSING AND TRANSPORTATION

**Housing Provided:** Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. May find own (can choose alternative).

**Employer-owned or employer-arranged housing description:**

Housing Rent covers monthly electric, trash, water/sewer and satellite TV. This is about 50% less expensive than if you were to try and find housing on your own. Hoonah has very limited housing simply due to the size of the community. Housing accommodations could be considered similar to college dorm rooms, with two employees per sleeping area and shared common/kitchen/bath spaces. No pets are allowed in housing. Icy Strait Point provides two options for housing one is known as the Bunkhouse and the other is Container Housing. Below you will find details of these two housing options. If you have a preference on these two options please notify your supervisor and we will consider your request. Final placement in housing will be determined by management. Basics: Rent is \$10 per person per day which will be collected as a payroll deduction. Rental agreement and \$100 security deposit required. Tenants are expected to be respectful of the property and each other. Smoking is not allowed on the property nor is abuse of alcohol. Provided: Sleeping rooms with two twin size beds, two dressers, two racks for hanging clothes, nightstands and lighting. Kitchen is fully equipped for preparation of meals. We also provide toilet paper, paper towels and dish detergent. Employees are responsible for providing other consumables. Two washers and dryers are available at no charge for employee use. Not Provided: Bed linens, pillows Food and other consumables. Combination lock or key lock for personal use. The Bunkhouse consists of seven rooms shared by two, a common kitchen, dining and lounge area, and men's and women's bathrooms with two showers, toilets and wash basins.

**Lease Agreement:** Yes

**Onsite Amenities:**

WiFi: Yes

Description:

Included in rent for one device. Other vouchers for internet are available for purchase.

Phone Service: Yes

Description:

Cell service can be purchased at AT&T in Juneau or at Cabin Cache/Radio Shack in Hoonah.

Kitchen facilities: Yes

Description:

Shared kitchen space

Laundry facilities: Yes

Description:

Shared laundry space

**Occupancy Requirements for Provided Housing:**

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 1 - 2

Rooming Arrangement Description:

You may request to live with your friend(s)/partner. Some housing is co-ed (not the room you share, but the building you may be in). Other is not co-ed. If you have a preference, please let me know in advance.

**Provided Housing Cost:**

Required to Pay for Provided Housing: Yes

Cost per Week: \$70

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$100

Description:

Pay upon arrival.

Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

Cleanliness and quality of living condition upon departure.

Details About Deposit Refund:

Final pay period.

### **Transportation to Worksite:**

Walking Commute Time

Estimated commute time: 30 to 45 minutes

Description: Flat road, less than 2 miles.

Biking

Estimated commute time: Under 15 minutes

Bicycles are provided free of charge: No

Bicycles are not provided: No

Bicycles are available to rent: Yes

Estimated cost: \$100

Total: Yes Per Day: No

Description: Flat road, less than 2 miles

Employer-Provided Transportation

Estimated commute time: Under 15 minutes

Employer-Provided Transportation is free of charge

Description: Every 20 min before scheduled work shifts. Every 20 minutes at the end of scheduled work shifts.

## **ARRIVAL INFORMATION**

### **Arrival Instructions:**

It is the employee's responsibility to make their own travel arrangements from their home to/from Hoonah, Alaska

Alaska Airlines is the major airline that operates from Seattle to Juneau. From Juneau to Hoonah, options are the Alaska Marine Highway state ferry or the small regional airline, Alaska Seaplanes. Please note that the largest aircraft is a 9-seater and ferry service is not daily. If you are afraid of flying, you should make sure the ferry service will work for you.

The flight from Juneau to Hoonah is approximately 20 minutes and the fare is around \$100 each way. Alaska Seaplanes ([www.flyalaskaseaplanes.com](http://www.flyalaskaseaplanes.com)), 907.789.3331

The Alaska State Ferry offers limited service to/from Hoonah from Juneau. All ferries are passenger and vehicle vessels if you plan to drive to Alaska. If time allows, you can take the ferry from Bellingham, Washington or Prince Rupert, British Columbia to Juneau, allowing for a unique start to your Alaskan adventure. Alaska State Ferry ([www.FerryAlaska.com](http://www.FerryAlaska.com)), 800.642.0066

### **Suggested Arrival Airport:**

Juneau International Airport, JNU, Over 50 miles

Hoonah International Airport, HNH, Less than 10 miles

**Estimated cost of transportation to worksite from suggested airports:** \$75 to \$100

**If arriving after regular hours:**

**Suggested After-Hours Accommodation:**

Juneau International Hostel  
614 Harris Street  
Juneau , Alaska 99801  
<https://www.juneauhostel.net/>  
\$0 to \$25

## TRAINING AND ONBOARDING

**Pre-Arrival Onboarding:** Yes

There will be a welcome email sent to you upon hire with further instructions, questions, etc.

**Social Security Number:**

Require participants to apply for SSN before arrival at worksite: Yes

Details about how to apply for Social Security Number:

This will all be in your welcome email.

Nearest SSA Office: Juneau , Alaska , Over 50 miles

**Other:**

Wage Payment Schedule:

Bi-weekly (every two weeks) via Check or Direct Deposit.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

N/A

Second Job Availability: No, unlikely

Applicable Company Policies:

Basics:

Rent is \$10 per person per day which will be collected as a payroll deduction.

Rental agreement and \$100 security deposit required.

Tenants are expected to be respectful of the property and each other.

Smoking is not allowed on the property (smoking area nearby), nor is abuse of alcohol.

## COMMUNITY AMENITIES

**Walking Distance from Worksite:**

Food Market, Post Office, Restaurants, Fitness Center, Internet Cafe, Public Library

**Walking Distance from Housing:**

Food Market, Post Office, Restaurants, Fitness Center, Internet Cafe, Public Library

**Unavailable:**

Shopping Mall, Bank





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## Icy Strait Point - Retail Sales Cashier

### HOST INFORMATION

**Company Description:**

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**Host Website:** <http://www.icystraitpoint.com>

**Site of Activity:** Icy Strait Point

**Parent Account Name:** Icy Strait Point

**Host Address:** 108 Cannery Road Hoonah , Alaska , 99829

**Nearest Major City:** Juneau , Alaska , Over 50 miles away

### PLACEMENT INFORMATION

**Job Description:**

Perform all duties by providing outstanding customer service efficiently in an ever-friendly demeanor. Collect and process payment, accurately enter and record all menu items into the PS system. Follow health, safety, and sanitation guidelines for all products. Able to function well and calmly in times of high volume activity and stress. Maintain a clean and organized workspace. Willingness to shift to other stations and/or assignments as needed.

**Drug Test required:** Yes

### COMPENSATION

**Hourly Wage:** \$12

**Eligible for Tips:** No

**Estimated weekly wages including tips:** \$420

**Bonus:** Yes

Bonus is based on completing agreed to work dates, perfect attendance and performance. Estimated between \$600 and \$800 for 12-16 weeks. Bonus at employer's discretion.

\* All figures above are pre-tax

**Estimated average number of hours per week:** 40

**Estimated minimum number of hours per week:** 35

**Estimated maximum number of hours per week:** 40

**Potential fluctuation in hours per week:**

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**Average number of hours per week reached by last year's seasonal employees:** 40

## JOB REQUIREMENTS

**English Level required:**



**Advanced**

**Required to be 21+:** No

**Previous Experience required:** No

### **Qualifications & Conditions**

Lifting

Lifting requirement: 50lbs/22kgs

Description:

Students may be asked to lift or carry items up to 50lbs

Standing for entire shift

Handling cleaning chemicals

**Job Training required:** Yes

Length of job training:

on-the-job training

Hours per week during training period: 32

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Students will receive certification for some training courses undertaken, such as CPR and First Aid. Students will be given an Employee Handbook upon arrival which will outline in detail all company policies and expectations.

**Need to wear uniform:** Yes

Uniform Policy:

Students must bring their own black denim jeans and black, belt if worn, and black or brown work shoes. A uniform short will be provided

Cost of uniform: \$0

Uniform laundry: Participant responsibility

**Dress Code:** Yes

Description:

Clothing must be clean, neat and in good repair. Jeans must be loose enough that uniform shirts can be tucked into the waistband. Personal hygiene is important and everyone is expected to present a neat and clean appearance. Jewelry and tattoos should not be excessive or distracting to guests and what is acceptable is left to the discretion of management.

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**Types of Cultural Opportunities:**

Potlucks or Dinners, Shopping Trips, Trips to Nearby/Major Attractions, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Company Parties

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**Housing Provided:** Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. May find own (can choose alternative).

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**Lease Agreement:** Yes

**Onsite Amenities:**

WiFi: Yes

Description:

Included in rent for one device. Other vouchers for internet are available for purchase.

Phone Service: Yes

Description:

Cell service can be purchased at AT&T in Juneau or at Cabin Cache/Radio Shack in Hoonah.

Kitchen facilities: Yes

Description:

Shared kitchen space

Laundry facilities: Yes

Description:

Shared laundry space

**Occupancy Requirements for Provided Housing:**

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 1 - 2

Rooming Arrangement Description:

You may request to live with your friend(s)/partner. Some housing is co-ed (not the room you share, but the building you may be in). Other is not co-ed. If you have a preference, please let me know in advance.

**Provided Housing Cost:**

Required to Pay for Provided Housing: Yes

Cost per Week: \$70

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$100

Description:

Pay upon arrival.

Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

Cleanliness and quality of living condition upon departure.

Details About Deposit Refund:

Final pay period.

### **Transportation to Worksite:**

Walking Commute Time

Estimated commute time: 30 to 45 minutes

Description: Flat road, less than 2 miles.

Biking

Estimated commute time: Under 15 minutes

Bicycles are provided free of charge: No

Bicycles are not provided: No

Bicycles are available to rent: Yes

Estimated cost: \$100

Total: Yes Per Day: No

Description: Flat road, less than 2 miles

Employer-Provided Transportation

Estimated commute time: Under 15 minutes

Employer-Provided Transportation is free of charge

Description: Every 20 min before scheduled work shifts. Every 20 minutes at the end of scheduled work shifts.

## **ARRIVAL INFORMATION**

### **Arrival Instructions:**

It is the employee's responsibility to make their own travel arrangements from their home to/from Hoonah, Alaska

Alaska Airlines is the major airline that operates from Seattle to Juneau. From Juneau to Hoonah, options are the Alaska Marine Highway state ferry or the small regional airline, Alaska Seaplanes. Please note that the largest aircraft is a 9-seater and ferry service is not daily. If you are afraid of flying, you should make sure the ferry service will work for you.

The flight from Juneau to Hoonah is approximately 20 minutes and the fare is around \$100 each way. Alaska Seaplanes ([www.flyalaskaseaplanes.com](http://www.flyalaskaseaplanes.com)), 907.789.3331

The Alaska State Ferry offers limited service to/from Hoonah from Juneau. All ferries are passenger and vehicle vessels if you plan to drive to Alaska. If time allows, you can take the ferry from Bellingham, Washington or Prince Rupert, British Columbia to Juneau, allowing for a unique start to your Alaskan adventure. Alaska State Ferry ([www.FerryAlaska.com](http://www.FerryAlaska.com)), 800.642.0066

### **Suggested Arrival Airport:**

Juneau International Airport, JNU, Over 50 miles

Hoonah International Airport, HNH, Less than 10 miles

**Estimated cost of transportation to worksite from suggested airports: \$75 to \$100**

**If arriving after regular hours:**

**Suggested After-Hours Accommodation:**

Juneau International Hostel  
614 Harris Street  
Juneau , Alaska 99801  
<https://www.juneauhostel.net/>  
\$0 to \$25

## TRAINING AND ONBOARDING

**Pre-Arrival Onboarding:** Yes

There will be a welcome email sent to you upon hire with further instructions, questions, etc.

**Social Security Number:**

Require participants to apply for SSN before arrival at worksite: Yes

Details about how to apply for Social Security Number:

This will all be in your welcome email.

Nearest SSA Office: Juneau , Alaska , Over 50 miles

**Other:**

Wage Payment Schedule:

Bi-weekly (every two weeks) via Check or Direct Deposit.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

N/A

Second Job Availability: No, unlikely

Applicable Company Policies:

Basics:

Rent is \$10 per person per day which will be collected as a payroll deduction.

Rental agreement and \$100 security deposit required.

Tenants are expected to be respectful of the property and each other.

Smoking is not allowed on the property (smoking area nearby), nor is abuse of alcohol.

## COMMUNITY AMENITIES

**Walking Distance from Worksite:**

Food Market, Post Office, Restaurants, Fitness Center, Internet Cafe, Public Library

**Walking Distance from Housing:**

Food Market, Post Office, Restaurants, Fitness Center, Internet Cafe, Public Library

**Unavailable:**

Shopping Mall, Bank