

## Best Western Rocky Mountain Lodge - Housekeeper

### HOST INFORMATION

**Company Description:**

**An end of season completion bonus of \$500 will be paid for completing the hiring dates agreed to!**

The Best Western Rocky Mountain Lodge is a high end 67 room hotel in the vibrant and popular mountain town Whitefish, Montana.

We are one mile from the charming historic downtown which has many bars, restaurants, cafes, art galleries, and activities. Whitefish Lake and City Beach are nearby and swimming and kayaking are popular summer activities here in town. Whitefish Ski Resort is also nearby and they offer summer activates including zip-lining, gondola rides, alpine slides etc. There is also the opportunity to experience white water rafting close to our location. Our area is really a mountain paradise but with a popular and entertaining downtown as well for socializing and shopping. The City of Whitefish provides free bus transportation from our location to downtown, City Beach, and Whitefish Ski Resort.

Glacier National Park is an amazing destination for tourists from all over the world, and we are located just a half hour drive from the entrance. There are endless opportunities for amazing hiking, photography, wildlife viewing, and tours in our area!

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

**Site of Activity:** Best Western Rocky Mountain Lodge

**Parent Account Name:** Best Western Rocky Mountain Lodge

**Host Address:** 6510 Highway 93 S Whitefish , Montana , 59937

**Nearest Major City:** Kalispell , Montana , Less than 25 miles away

### PLACEMENT INFORMATION

**Job Description:**

Housekeeper duties include, but are not limited to: stocks cart to ensure that enough cleaning needs, equipment and amenities are available to properly clean each room, observes proper procedures upon entering a guest room, cleans the guest rooms assigned, ensures the amenities are stocked for each cleaned room, completes entire housekeeping checklist, reports clean rooms to supervisor for inspection, reports any damages or hazards that are present in guest suite, i.e., burnt out light bulbs, broken furniture, broken fixtures, etc., secures guest room doors upon exiting the room, keeps the corridors and service areas neat at all times, turns in all lost and found items and all guest room keys.

**Typical Schedule:**

Schedule will vary. An average of 32-40 hours a week depending on hotel occupancy

**Drug Test required:** No

### COMPENSATION

**Hourly Wage:** \$15

**Eligible for Tips:** No

**Estimated weekly wages including tips:** \$540

**Bonus:** Yes

An end of season completion bonus of \$500 will be paid for completing the hiring dates agreed to.

\* All figures above are pre-tax

**Estimated average number of hours per week:** 36

**Estimated minimum number of hours per week:** 32

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

**Potential fluctuation in hours per week:**

Weather, forest fires can greatly impact business and cause a loss in hours

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

**Overtime Policy:**

Yes, paid after 40 hours

**Job-Specific Benefits:**

We will provide free passes to enjoy all of the summer activities at Whitefish Ski Resort, as well as White Water Rafting excursions.

## JOB REQUIREMENTS

**English Level required:**



*Upper-Intermediate*

**Required to be 21+:** No

**Previous Experience required:** No

**Qualifications & Conditions**

Lifting

Lifting requirement: 50lbs/22kgs

**Description:**

Housekeepers are expected to push and pull laundry cart, lift linens and trash bags, etc.

Standing for entire shift

Handling cleaning chemicals

**Job Training required:** Yes

**Length of job training:**

1 week

**Hours per week during training period:** 36

**Different wage during training period:** No

**Start on specific day of the week:** No

*Training requirements:*

**Need to wear uniform:** Yes

*Uniform Policy:*

*Black pants and shoes are required, work shirt will be provided by the company*

*Cost of uniform:* \$0

*Uniform laundry:* Participant responsibility

**Dress Code:** No

## CULTURAL OPPORTUNITIES

**Types of Cultural Opportunities:**

*Trips to Nearby/Major Attractions, Will provide information about Events, Local Resources, Attractions/Sites, Local Community*

**Additional Details about Cultural Offerings:**

*We will provide free passes to enjoy all of the summer activities at Whitefish Ski Resort, as well as White Water Rafting excursions. You will be working and living among the area locals that will share their cultural experiences with you and be your companions to enjoy Glacier National Park.*

**Local Cultural Offering:**

*Whitefish celebrates a number of local festivals throughout the year, including the Huckleberry Arts Festival in August. Most of these festivals are located just 1 mile from our location with free transportation provided.*

## HOUSING AND TRANSPORTATION

**Housing Provided:** Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. Required to stay.

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

*Our housing is located directly behind our hotel. Rooms have bunk beds, private bathroom, table and chairs, lounge chair, cable TV, microwave, mini fridge, free WiFi, and heat and air conditioning. All bedding/linen is provided by the hotel (blankets, pillows, sheets, towels) The kitchen is shared with other employees, cookware, utensils, microwave, toaster oven. There are shared laundry machines in the employee kitchen.*

**Lease Agreement:** No

**Onsite Amenities:**

*WiFi:* Yes

*Description:*

*Free high speed WiFi is provided.*

*Phone Service:* Yes

*Description:*

*Local and 1-800 calls are free from participant rooms, hotel phone is also available for emergency use.*

*Kitchen facilities:* Yes

*Description:*

*A shared kitchen is provided.*

*Laundry facilities:* Yes

**Description:**

There are shared laundry machines in the employee kitchen.

**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 are welcome to request to live with someone specific, otherwise, we will pair participants into rooms with the same sex.

**Provided Housing Cost:**

Required to Pay for Provided Housing: Yes

Cost per Week: \$75

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: No

**Transportation to Worksite:**

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: The employee housing is located directly behind the hotel.

## ARRIVAL INFORMATION

**Arrival Instructions:**

The closest airport to fly into is Glacier Park International Airport (FCA) located in Kalispell, Montana.

We provide free transportation between 7am and 10pm with our Hotel Shuttle. Please contact us at gm.bwrml@gmail.com or 406-862-2569 with your arrival information 2 weeks prior to arrival, including flight number and time, and we will pick you up and give you a tour of the area upon arrival!

**Suggested Arrival Airport:**

Glacier Park International Airport, FCA, Less than 25 miles

**Estimated cost of transportation to worksite from suggested airports:** \$0 to \$25

**If arriving after regular hours:**

**Suggested After-Hours Accommodation:**

Best Western Rocky Mountain Lodge

6510 Highway 93 S.

Whitefish , Montana 59937

406-862-2569 ext 0

\$0 to \$25

## TRAINING AND ONBOARDING

**Pre-Arrival Onboarding:** No

**Social Security Number:**

Require participants to apply for SSN before arrival at worksite: No

Details about how to apply for Social Security Number:

We will help with filling out the application for social security cards and we will drive you to the social security office to apply for your social security card approximately 1 week after your arrival.

Nearest SSA Office: Kalispell, Montana, Less than 25 miles

**Other:**

*Wage Payment Schedule:*

Paid every two weeks, by pay check or direct deposit.

*Meal Plan:* Not available

*Provide Certificates/Performance Evaluations:* Yes

*Hire in Groups:* Yes

*Maximum Group Size:*

*Grooming Requirements:*

Proper hygiene is required. Clean uniforms will be provided but must be kept clean by the employee. On Site employee laundry machines are available.

*Second Job Availability:* Yes, likely

*Applicable Company Policies:*

Cell phones must be put away during work hours except during your breaks. There are designated smoking areas for the housing and the hotel.

## COMMUNITY AMENITIES

**Walking Distance from Worksite:**

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

**Walking Distance from Housing:**

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