



WORK & TRAVEL USA

Moonlight Basin - Housekeeper

HOST INFORMATION

Company Description:

Moonlight Basin offers the highest level of facilities, amenities, recreation, food, beverage and service to our members and guests. We offer our associates a great work environment and opportunity to learn the highest levels of service and teamwork. Individuals who excel at personalized service are encouraged to apply to become part of our extraordinary team of professionals.

Cradled in a secluded valley, Moonlight Basin is a 5,700-acre private enclave in a very privileged neighborhood. To the west stretches the vast Lee-Metcalf wilderness. To the south awaits the awe-inspiring grandeur of Yellowstone National Park, to the north the Gallatin National Forest and the Spanish Peaks, and right next door, one private lift away, the largest and tallest ski terrain in the US - Big Sky Resort. Our team of associates is an important part of the Moonlight Basin experience.

We are located a 1 hour drive from Yellowstone National Park and a 1 hour drive from the town of Bozeman with a population of approximately 50,000. Employees enjoy going to Bozeman on days off for shopping, movies, concerts, and other events or spending time in Big Sky for Farmer's Markets, concerts, etc.

We provide fully furnished employee housing for \$650 per month and a free shift meal for all employees!

Other seasonal perks include:

**Up to 40% retail discount*

**Free meal per shift*

**Complimentary Skyline Bus Pass*

**End of season bonus + Member Appreciation Fund Bonus*

Host Website: <https://www.moonlightbasin.com/>

Site of Activity: Moonlight Basin

Parent Account Name: Lone Mountain Land Company

Host Address: 66 Mountain Loop Road , PO Box 161514 , Big Sky , Montana , 59716

Nearest Major City: Bozeman , Montana , Over 50 miles away

PLACEMENT INFORMATION

Job Description:

Housekeepers are responsible for maintaining clean, orderly, and welcoming guest areas throughout the property. Working under the direction of Housekeeping Supervisors, participants perform a variety of cleaning tasks to ensure a high standard of cleanliness and guest satisfaction.

- Clean and reset all guest areas, including bedrooms, living spaces, and bathrooms*
- Make beds, change linens, and replenish amenities as needed*

- Straighten and organize furniture and guest room items
- Dust, sweep, mop, and vacuum floors and surfaces
- Empty trash receptacles and dispose of waste properly
- Follow established cleaning procedures and safety guidelines
- Be courteous, professional, and helpful when interacting with members and guests, including reporting any special requests or preferences
- Complete assigned tasks in a timely and efficient manner as outlined by supervisors
- Perform additional duties as assigned, which may fall outside the normal scope of responsibilities based on business needs

Typical Schedule:

Requires open availability for all shifts, seven days a week, including holidays.

Drug Test required: No

COMPENSATION

Hourly Wage: \$16

Eligible for Tips: No

Estimated weekly wages including tips: \$624

Bonus: Yes

\$500 at the successful completion of the season.

* All figures above are pre-tax

Estimated average number of hours per week: 39

Estimated minimum number of hours per week: 35

Estimated maximum number of hours per week: 40

Potential fluctuation in hours per week:

Peak periods July through August.

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

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

Free meals during shift.

JOB REQUIREMENTS

English Level required:



Intermediate

Required to be 21+: No

Previous Experience required: Yes

Experience working in a fast-paced environment and in a job that required physical work and multitasking.

Qualifications & Conditions

Standing for entire shift

Handling cleaning chemicals

Job Training required: Yes

Length of job training:

1 week

Hours per week during training period: 40

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Need to wear uniform: Yes

Uniform Policy:

Participant must provide a dark blue jeans and black shoes. Uniform shirt will be provided by the company.

Cost of uniform: \$0

Uniform laundry: Participant responsibility

Dress Code: Yes

Description:

No tattoos on the hands, neck, fingers, or face area (anywhere that cannot be covered by the uniform). Hair longer than the collar must be pulled back neatly while on shift. No facial piercings. No more than two piercings per ear. No ear gauges. Beards must be neatly kept and no longer than one inch.

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

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

Additional Details about Cultural Offerings:

Check out the weekly Farmer's Market, Music in the Meadow, and more!

<http://www.bigskytowncenter.com/special-events/>

Local Activities:

-Lone Peak Movie Theater

-Snowmobiling in Yellowstone National Park

-Snow Coach Tours in Yellowstone National Park

-Christmas Market

-Ice Skating Rink

-And So Much More!

Local Cultural Offering:

Participants have the chance to visit Yellowstone National Park, Lewis & Clark Caverns, local hot springs, guided hikes, PBR Rodeo, local farmers market, and weekly live music shows in the area.

<https://www.visitbigsky.com/>

BASE - Big Sky Community Organization (bsco.org)

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:

Big Sky housing units are in the Town Center area, 15 minutes from the Moonlight Basin Lodge. All units are fully furnished and include easy access to transportation, utilities, internet, full kitchen areas, and washer/ dryers. Smoking is strictly prohibited in all housing rooms and common areas .

Lease Agreement: Yes

Onsite Amenities:

WiFi: Yes

Description:

Internet is provided in housing

Phone Service: Yes

Description:

Cellular service is available at there own expense

Kitchen facilities: Yes

Description:

Each unit has a kitchen area with full appliances, (2) refrigerators, microwave, dishwasher, plates, utensils and glassware

Laundry facilities: Yes

Description:

Washer and Dryer provided in unit

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 2

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 2

Rooming Arrangement Description:

You may request a roommate; however, pairings of roommates are not guaranteed. Both parties must request rooming together in order to be considered. Co-ed roommates will not be approved.

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: \$175

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$300

Description:

The security deposit / housekeeping deposit will be non-refundable. Payment must be made in advance via credit card or check. Students may also have the funds taken out of their first (2) paychecks.

Housing Deposit Refundable: No

Transportation to Worksite:

Local Bus, Subway or Train

Estimated commute time: Under 15 minutes

Estimated cost: \$0

Description: It is free to ride the Skyline in Big Sky but you will need a bus pass to go to Bozeman. Associates will be issued bus passes by the HR Manager.

ARRIVAL INFORMATION

Arrival Instructions:

Moonlight Basin will coordinate airport pick up from Bozeman/Yellowstone International Airport based on the purchased airline ticket information that you provide before your arrival to your manager.

We must be informed of your travel plans a minimum of two weeks in advance of your arrival to assist you.

Note that your manager will check you into housing during normal business hours (Monday-Friday, 9am-6pm). Please plan your travel accordingly. If you are arriving outside of those times you will need to arrange alternate accommodations until check in. Managers may make exceptions based on their work schedule.

If changes occur to your travel, it is extremely important to notify Human Resources and your manager immediately with the subject line "Urgent: Airline Change."

Suggested Arrival Airport:

Bozeman/Yellowstone International Airport, BZN, Over 50 miles

Estimated cost of transportation to worksite from suggested airports: \$100 to \$150

If arriving after regular hours:

Suggested After-Hours Accommodation:

The Wilson Hotel

145 Town Center Avenue

Big Sky, Montana 59716

<https://thewilsonhotel.com/>

\$100 to \$150

TRAINING AND ONBOARDING

Pre-Arrival Onboarding: No

Social Security Number:

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

Details about how to apply for Social Security Number:

All Associates must apply to Social Security upon arrival to the United States. A US Social Security number is required for tax purposes. We will assist in this process with trips to the Social Security office in Bozeman, however, please remember ultimately applying for and receiving your Social Security card is your responsibility. Make sure to look for trip memos and sign up. Social Security recommends that you wait at least 10 days after your U.S. arrival before applying for a SS card. Applications for a Social Security number will not be processed until you have reported your U.S. address to SEVIS, and have been in the U.S. for 10 days. A U.S. SSN is issued for a lifetime. This is something you will want to keep after your time here this winter. If you ever return to the U.S. in the future, you will use the same number and card.

Nearest SSA Office: Social Security Administration Bozeman 3205 N 27th Ave, Bozeman, MT 59718 , Montana , Over 50 miles

Other:

Wage Payment Schedule:

Paychecks are issued bi-weekly. If you have direct deposit ,please leave your accounts open until the last payment. If you receive a physical pay check, the check will be mailed to CIEE's offices.

Meal Plan: Optional

Estimated Cost Per Day: \$0

Meal Plan Description:

One shift meal is provided to all associates.

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

Tattoos are permitted. Visible tattoos must be non-offensive. Small earrings and gauges no larger than 1/2 inch are permitted. Two rings per hand are allowed. Facial piercings are allowed if it is one single stud. No lip or eyebrow rings are allowed. Hair must be a natural hue (no pinks, purples, blues, etc.), clean and well groomed. Long hair must be tied back when working. Facial hair can be clean shaved or fully grown. Facial hair cannot be longer than 1 inch.

Second Job Availability: Yes, likely

Applicable Company Policies:

A complete copy of our employee handbook will be provided at time of employment. Please take a moment to familiarize with policy and standards.

COMMUNITY AMENITIES

Walking Distance from Housing:

Food Market, Post Office, Bank, Restaurants, Fitness Center

In Town, Requires Transportation:

Food Market, Post Office, Bank, Restaurants, Fitness Center

Unavailable:

Shopping Mall, Internet Cafe, Public Library

