



AmericInn Medora - Room Attendant/Housekeeper

HOST INFORMATION

Company Description:

Join Our Team at AmericInn by Wyndham in Medora, North Dakota!

Are you ready for a unique job opportunity in the stunning Badlands? At AmericInn, we blend work and outdoor adventure in one of North Dakota's top tourist destinations.

Why Medora?

Nestled in breathtaking scenery, Medora offers a wealth of outdoor activities. Enjoy hiking in the Badlands, local entertainment, dining, and shopping. Experience cultural highlights like the famous Medora Musical and the historic Chateau de Mores.

Seasonal Activities:

During the summer, Medora comes alive! From horseback riding to local festivals, there's never a dull moment.

Staff Perks:

- Complimentary breakfast at the hotel!
- Overtime opportunities during peak season.
- Average of 32 hours per week, ensuring a rewarding work experience.

Cultural Exchange:

We welcome J1 participants and those with prior cultural exchange experience. Join a diverse team and immerse yourself in a vibrant community while developing valuable skills.

If you're looking for a fulfilling career where work and adventure meet, apply today at AmericInn by Wyndham in Medora. Experience the beauty of North Dakota while creating memories that last a lifetime!

We can't wait to welcome you to our team!

Host Website: <http://www.visitmedora.com>

Site of Activity: AmericInn Medora

Parent Account Name: AmericInn by Wyndham Medora

Host Address: 75 East River Road South Medora , North Dakota , 58645

Nearest Major City: Dickinson , North Dakota , Less than 50 miles away

PLACEMENT INFORMATION

Job Description:

Participants will be working in housekeeping. Job duties include:

- Making beds

- *Cleaning bathrooms and toilets*
 - *Vacuuming*
 - *Washing mirrors and windows*
 - *Taking supplies, like sheets and blankets to guest rooms*
 - *Doing laundry*
- * While cleaning, participants will come into contact with and be asked to use cleaning chemicals.*

Typical Schedule:

Housekeeping hours are every day from 8 am until 4 pm. Participants can expect to work 5 days each week and this will include weekends. They will have 2 days off.

Drug Test required: No

COMPENSATION

Hourly Wage: \$15

Eligible for Tips: Yes

Guests who stay at the hotel may or may not leave a tip for the housekeeper. Tips can range from \$1.00-\$10.00, however this is not expected.

Estimated weekly wages including tips: \$500

Bonus: No

** 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:

Hours may fluctuate from day to day depending on the number of rooms we have sold.

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

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

Participants are allowed to have breakfast at the hotel at no cost to them.

JOB REQUIREMENTS

English Level required:



Upper-Intermediate

Required to be 21+: No

Previous Experience required: No

Qualifications & Conditions

Handling cleaning chemicals

Job Training required: Yes

Length of job training:

1 week depending on how long each participant needs for training.

Hours per week during training period: 30

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Participants will be trained on how to clean the room, make beds and fold laundry.

Need to wear uniform: Yes

Uniform Policy:

We provide all participants with a housekeeping uniform which is scrub pants and shirt. They do not need to purchase these.

Cost of uniform: \$0

Uniform laundry: Participant responsibility

Dress Code: Yes

Description:

They must wear the uniform that is provided and they will need to provide their own tennis shoes. Sandals and slippers cannot be worn for shoes.

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Potlucks or Dinners, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Shopping Trips, Company Parties, Sporting Events, Holiday Events

Additional Details about Cultural Offerings:

Participants have a variety of opportunities to experience many different cultural things. The community of Medora hosts an International Night Out event for all participants working during the summer months. They will meet many other participants from all over the world.

Local Cultural Offering:

You'll have the opportunity to attend the Medora Musical, visit Theodore Roosevelt National Park, and explore the historical sites located all around Medora like Pitchfork Steak Fondue, Chateau de Mores State Historic Site, Bully Pulpit Golf Course, Maah Daah Hey Trail, Horseback Riding, and more!

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 address: 3511 East River Road South Medora, ND 58645 Participant housing consists of a shared 2-bedroom, 1-bathroom house for up to 4 participants and a shared 5-bedroom, 2-bathroom house for up to 10 participants. All bedrooms will have single beds. Males and females will not share the same bedroom. If males and females are assigned to the 6-bedroom house, which has 3 bedrooms and 1 bathroom on each floor, they will be assigned to separate floors and not the same bedrooms. Participants will have access to a common kitchen at each house. The employer deducts rent at the beginning of each month out of their paycheck. The employer conducts housing inspections once a month to ensure the housing is being kept cleaned and that there are no damages. There is no deposit required however, if upon inspection the housing is damaged, participants may be asked to pay for any repairs costs for the housing. * If a participant is fired or quits their job, they will be given a 24-hour (1 day) notice to leave their housing.

Lease Agreement: No

Onsite Amenities:

WiFi: Yes

Description:

Internet is available at the housing

Phone Service: Yes

Description:

Internet is available at the housing

Kitchen facilities: Yes

Description:

Participants will have access to a common kitchen at each house that they will share.

Laundry facilities: Yes

Description:

Participants will have access to a common laundry room at each house that they will share.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 4

Suggested Occupancy Per Room: 1 - 4

Rooming Arrangement Description:

The employer assigns all rooms to each participant. If they have traveled with a friend they will share a room.

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: Participants walk to work which is less than a mile.

ARRIVAL INFORMATION

Arrival Instructions:

Participants can arrive either at the Dickinson Airport (DIK this is preferred) or Bismarck Airport (BIS). Participants MUST send their arrival information (flight) to their employer prior to departure. This information should be sent to Gina Bridger at g-brdg@hotmail.com, 612-803-0603. The employer recommends that **participants arrive at the Dickinson Airport (DIK) if possible**. If participants arrive at the Dickinson Airport (DIK), the owner of the company will pick up the participants for free. If participants arrive at the Bismarck Airport (BIS), upon arrival they can take a shuttle bus or taxi from the Bismarck Airport (BIS) airport to Dickinson, ND. Contact information for taxis at the Bismarck Airport can be found online at <https://www.bismarckairport.com/129/Taxi-Limo-Bus-Options>. One local taxi company is called Bismarck Yellow Cab (Phone: +1-701-204-3993). The employer will pick participants up upon arrival in Dickinson, but participants MUST provide their arrival information in advance. If participants do not provide their travel information in advance and do not arrange a pickup with the employer in Dickinson, ND, then participants will have to arrange their own transportation to Medora, ND. Participants can take a taxi from Bismarck Airport to Medora or from Dickinson Airport to Medora. Contact information for taxis at the Dickinson Airport can be found online at <http://dickinsonairport.com/airport-information/parking-transportation/>. One local taxi company in Dickinson is called Hometown Taxi (Phone: +1-701-260-1918). The approximate cost for a taxi from Bismarck Airport to Medora is \$160. The approximate cost for a taxi from Dickinson Airport to Medora is \$60. If participants need help making their travel arrangements, they should contact their employers, Gina Bridger, at 612-803-0603 and g-brdg@hotmail.com.

Suggested Arrival Airport:

Dickinson Airport, DIK, Less than 50 miles

Bismarck Airport, BIS, Over 50 miles

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

If arriving after regular hours:

Suggested After-Hours Accommodation:

*Hawthorne Suites by Wyndham Dickinson
1170 Roughrider Blvd
Dickinson, North Dakota 58601*

<https://www.wyndhamhotels.com/hawthorn-extended-stay/dickinson-north-dakota/hawthorn-suites-by-wyndham-dickinson/overview?CID=EM:9fzar2srberw2ol:BH:20231212:Olson:NAMER:EN-US:3084527>

(701) 483-7829

\$100 to \$150

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:

The employer will provide participants with transportation to and from the Social Security office at no cost to participants. The nearest Social Security office is in Bismarck. The office is located at: 4207 Boulder Ridge Rd Suite 100 Bismarck, ND 58503 Phone: +1-877-319-6044 Hours: Monday 9:00 AM - 4:00 PM Tuesday 9:00 AM - 4:00 PM Wednesday 9:00 AM - 12:00 PM Thursday 9:00 AM - 4:00 PM Friday 9:00 AM - 4:00 PM Saturday Closed Sunday Closed

Nearest SSA Office: Bismarck , North Dakota , Over 50 miles

Other:

Wage Payment Schedule:

Employees are paid Biweekly

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

PUBLIC IMAGE Employees should be well groomed and dressed appropriately. The following items are considered inappropriate working attire for AmericInn: • Open-toed sandals • Spaghetti-strapped shirts • Tank tops or revealing shirts • Short mini skirts • Sheer clothing • T-shirts with inappropriate or offensive gestures or advertising • Jeans/shorts • Hats of any kind • Visible facial/body piercings and tattoos
DRESS CODE: • AmericInn approved scrubs for housekeepers will be provided.

Second Job Availability: Yes, likely

Applicable Company Policies:

Participants will be working in housekeeping. Job duties include: • Making beds • Cleaning bathrooms and toilets • Vacuuming • Washing mirrors and windows • Taking supplies, like sheets and blankets, upstairs • Doing laundry * While cleaning, participants will come into contact with and be asked to use cleaning chemicals. * Participants will have interaction with American staff and guests. * Participants will be scheduled for no more than 15% of their work hours in a laundry capacity. Depending on their English level, participants may also be asked to work some hours at the Front Desk or as a Breakfast Attendant. Duties at the Front Desk include: • Greeting guests • Checking guests into their rooms • Responding to guest needs and inquires Duties as a Breakfast Attendant include: • Assisting guests in the

breakfast room by serving food items • Helping guests locate or prepare food items • Making sure the breakfast area stays clean • Preparing and restocking food/paper products as needed during breakfast hours • Wiping tables, counters, and floors after each guest • Cleaning and restocking the breakfast room after breakfast is done.

COMMUNITY AMENITIES

Walking Distance from Worksite:

Post Office, Bank, Restaurants, Fitness Center, Internet Cafe

Walking Distance from Housing:

Post Office, Bank, Restaurants, Fitness Center, Internet Cafe

Unavailable:

Food Market, Shopping Mall, Public Library