



## Hibernation Station - Multi-Task Specialist

### HOST INFORMATION

**Company Description:**

*Hibernation Station is located in West Yellowstone Montana, we are a hot spot in Montana for the winter months with many activities such as skiing, snowmobiling, ice fishing ect.. We are located on the West Entrance of Yellowstone National Park. With our location in a tourist town it can feel as though you are on a long vacation. This is an outdoors paradise with wildlife viewing in and out of the park.*

*Our staff is able to work in a great family/team environment. We offer discounted rates on our rooms and our merchandise. Every winter we have a party with our staff offering the opportunity to spend time together and reminisce over our winter season.*

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

**Site of Activity:** Hibernation Station

**Parent Account Name:** Hibernation Station

**Host Address:** 212 Gray Wolf Avenue, PO Box 821 West Yellowstone , Montana , 59758

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

### PLACEMENT INFORMATION

**Job Description:**

*This position will help with all departments as needed and the candidates will be cross training in the following areas:*

*Housekeeping- Cleaning rooms as trained to do by Housekeeping manager and general manager, making beds, cleaning bathrooms, vacuuming, sweeping and mopping.*

*Laundry- Collecting dirty laundry from rooms needing cleaned, washing and folding laundry, packing storage totes for rooms cleaned following day.*

*Snow removal- helping everyone shovel snow, will not be running any equipment, just using a shovel to remove snow from decks and stairways.*

**Typical Schedule:**

7-3

**Seasonal changes to job duties or available hours:** Yes

Hours may change depending on rooms sold or daily job duties.

**Drug Test required:** No

## COMPENSATION

**Hourly Wage:** \$14.5

**Eligible for Tips:** Yes

if housekeeping there is a possibility of receiving tips.

**Estimated weekly wages including tips:** \$470

**Bonus:** No

\* All figures above are pre-tax

**Estimated average number of hours per week:** 38

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

**Estimated maximum number of hours per week:** 45

**Potential fluctuation in hours per week:**

rooms booked or daily job duties.

**Average number of hours per week reached by last year's seasonal employees:** 42

**Overtime Policy:**

Yes, paid after 40 hours

**Job-Specific Benefits:**

Company discounts.

## JOB REQUIREMENTS

**English Level required:**



**Intermediate**

**Required to be 21+:** No

**Previous Experience required:** No

**Qualifications & Conditions**

Lifting

Lifting requirement: 25lbs/11kgs

Description:

Shoveling snow, lifting snow with a shovel.

Handling cleaning chemicals

Working outdoors

**Job Training required:** Yes

Length of job training:

2-3 days

Hours per week during training period: 40

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Will shadow general manager and/or housekeeping manager. May spend some time with maintenance manager.

**Need to wear uniform:** Yes

Uniform Policy:

Employee will be provided multiple uniforms upon arrival which is to be worn for each shift.

Cost of uniform: \$0

Uniform laundry: Participant responsibility

**Dress Code:** Yes

Description:

This position will be one of authority and higher responsibility. With this in mind we ask that you keep company etiquette, staying well-groomed and keeping good hygiene. No sweats or pajamas during shift. Please plan on bringing warm clothing as you may be spending some time outside during shift.

## CULTURAL OPPORTUNITIES

**Types of Cultural Opportunities:**

Holiday Events, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Trips to Nearby/Major Attractions, Trips to Major City, Shopping Trips, Potlucks or Dinners, Company Parties, Karaoke Nights or Talent Shows

**Additional Details about Cultural Offerings:**

West Yellowstone enjoys and thrives on all the cultural staff we have. Some of the local businesses have made a point to have something enjoyable for our staff to do, such as Karaoke night, pool tournaments, Jeopardy night. It's a place that you can find most workers every week.

**Local Cultural Offering:**

Discounted rates on

-Dinner Shows

-Events

-Skiing

-Snowmobiling

Karaoke night

Thanksgiving City Dinner

Christmas Parties

Sledding

Pool Tournaments

Jeopardy

## 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 is shared rooms, there are two beds per room. Amenities- Fridge, bedding, microwave, utensils, bathroom, common area, cooking equipment. 212 Gray Wolf Ave West Yellowstone MT housing is Smoke free, Drug Free and Alcohol free . Quiet time 1030 pm out of respect of your roommates.

**Lease Agreement:** Yes

**Onsite Amenities:**

WiFi: Yes

Description:

Accessible in housing.

Phone Service: Yes

Description:

Land Lines at Hibernation Station and reliable service.

Kitchen facilities: No

Description:

Rooms are equipped with full sized kitchen.

Laundry facilities: Yes

*Description:*

*Guest Laundromat.*

**Occupancy Requirements for Provided Housing:**

*Minimum Occupancy Per Room: 2*

*Maximum Occupancy Per Room: 2*

*Suggested Occupancy Per Room: 2*

*Rooming Arrangement Description:*

*We try depending on the number of students to have Female housing and Male housing. However there are times that Co-ed housing is required. Should you have a partner or friend you request to live with, submit the request as soon as possible and we will see what we can do to accommodate that request.*

**Provided Housing Cost:**

*Required to Pay for Provided Housing: Yes*

*Cost per Week: \$75*

*Housing Cost Deducted from Paychecks: Yes*

*Utilities Costs: Yes*

*Cost per Week: \$15*

*Description:*

*Gas, Water, Electricity costs.*

*Housing Deposit: Yes*

*Cost: \$350*

*Description:*

*Deposit to be made upon arrival or out of first paycheck if necessary and will be refunded at the time the housing is inspected and agreed that it is move out ready without damages or cleaning.*

*Housing Deposit Refundable: Yes*

*Conditions for Deposit Refund:*

*At the end of the season before leaving housing must be inspected, clean and damage free. Should there be damages or need of cleaning that will be debited from the deposit.*

*Details About Deposit Refund:*

*Final Pay Check*

**Transportation to Worksite:**

*Walking Commute Time*

*Estimated commute time: Under 15 minutes*

*Description: onsite housing*

**Arrival Instructions:**

Our goal is to help you arrive with as little cost as possible. We have found the best option for travel from your country to us is to have your destination in Salt Lake City UT. From that airport book a shuttle with Salt Lake Express <https://saltlakeexpress.com/> to West Yellowstone MT. It is important that you reserve your shuttle in advance. The cost from Bozeman for a shuttle is over double.

Our address is 212 Gray Wolf Ave West Yellowstone MT

After your arrival we will set up a trip to Bozeman for your Social Security Card. There is also a weekly shuttle that travels to Bozeman for roughly \$50.00 round trip so you're able to get any things you may need. West Yellowstone does have two local grocery stores and a general mercantile store.

Please send your travel and contact information at least 30 days before your arrival.

**Suggested Arrival Airport:**

Bozeman, BZM, Over 50 miles

Salt Lake City, SLC, Over 50 miles

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

**If arriving after regular hours:****Suggested After-Hours Accommodation:**

Hibernation Station

212 Gray Wolf Ave

West Yellowstone , Montana 59758

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

4066464200

\$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 schedule a shuttle to Bozeman, they take you directly to the Social Security office and assist you with the application process.

Nearest SSA Office: Bozeman , Montana , Over 50 miles

**Other:**

Wage Payment Schedule:

*Every two weeks. Can choose to do check or direct deposit.*

*Meal Plan: Not available*

*Provide Certificates/Performance Evaluations: Yes*

*Hire in Groups: Yes*

*Maximum Group Size:*

*Grooming Requirements:*

*Our staff has the opportunity to interact with guests on a daily basis. We ask that you stay well groomed, wear appropriate clothing, keep great hygiene. Uniform requirements we have are no sweats or pajamas during shifts, a uniform will be provided to you at no cost.*

*Second Job Availability: Yes, likely*

*Applicable Company Policies:*

*We do not allow cell phones while working, no smoking, drinking, or drugs on the property or at housing. Schedules are every Friday any requested time off needs to be submitted in advance.*

*Friends aren't allowed in the cabins or housing.*

*You are asked to keep your cleaning supplies and vacuums in orderly working order.*

*If Alcohol is left behind by a guest you are required to turn into management.*

## COMMUNITY AMENITIES

***Walking Distance from Worksite:***

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

***Walking Distance from Housing:***

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

***Unavailable:***

*Shopping Mall*