WORK & TRAVEL USA

Alaskan Hotel and Bar - Housekeeper

HOST INFORMATION

Company Description:

Join Our Team at The Alaskan Hotel & Bar!
The Alaskan Hotel & Bar, a family-owned gem in Juneau's historic downtown, is looking for enthusiastic team members. As Alaska's oldest operating hotel, established in 1913 and listed on the National Register of Historic Places since 1979, we blend Victorian charm with modern comfort. Our iconic bar is well known for live music, open mics, and special events, our hotel has been featured on three Travel Channel specials and was voted #5 in USA Today's 10Best Reader's Choice Awards for Best Haunted Hotel in The U.S.
Why Work With Us?
- Dynamic Environment: Engage in a high-energy, vibrant atmosphere.
- Casual Dress Code: Comfortable but presentable attire encouraged
- Flexible Schedule: We offer work-life balance with adaptable hours.
- Central Location: Just a 10-minute walk (or less) from all downtown attractions.
- Community Interaction: Connect with locals and adventurous travelers.

If you're passionate about service and history, come be part of a team that values both.

Apply today and help us continue our legacy in Juneau!

Host Website: https://www.thealaskanhotel.com

Site of Activity: Alaskan Hotel and Bar

Parent Account Name: Alaskan Hotel and Bar

Host Address: 167 S Franklin Street Juneau , Alaska , 99801

Nearest Major City: Juneau , Alaska , Less than 10 miles away

PLACEMENT INFORMATION

Job Description:

Housekeeper: Housekeepers are responsible for maintaining guest rooms, hallways, entrances, and other assigned areas of the hotel in a clean, sanitary, comfortable, and orderly condition. Guest rooms may include bedrooms, bathrooms, kitchen areas, living areas, and assigned exterior areas. Duties include cleaning and preparing guest rooms according to hotel standards, making beds, changing and collecting linens, transporting used linens to designated laundry areas, replacing towels and guest supplies, vacuuming rugs, carpets, and upholstered furniture, dusting furniture and equipment , sweeping and mopping tiled and hard-surface floors, and cleaning and sanitizing bathtubs, sinks, countertops, mirrors, toilets, shower areas, doors, and other surfaces using appropriate cleaning products. Housekeepers will also clean refrigerators, stoves, microwaves and other appliances. Housekeepers are responsible for replenishing trash bags, soap, bathroom items, linens,

and other supplies, transporting trash and waste to designated disposal areas, maintaining clean and orderly hallways, entrances, and other assigned public areas, and notifying supervisors when supplies are needed. Housekeepers are expected to provide a high level of customer service, respond to guest requests in a friendly and professional manner, and communicate guest concerns to the appropriate supervisor. All employees will receive training about the hotel, so they can provide basic information and assistance to guests. Housekeepers also assist with loading, unloading, and folding laundry, carrying guest luggage, moving hotel supplies, cleaning the bar, and other general duties when operational needs are required once they are properly trained to perform the assigned task. Housekeepers must keep their supervisor or manager informed of situations relating to hotel operations, guest complaints or concerns, accidents, emergencies, damages, security concerns, and potential safety hazards.
*Personal cell phones are not permitted for personal calls or texting during working hours. Only when specifically authorized for work-related communication or in an emergency. *

Typical Schedule:

The schedule will be primarily during the day for around 6 to 8 hours 5 to 6 days.

Seasonal changes to job duties or available hours: Yes

Students should be flexible with responsibility changes.

Drug Test required: No

COMPENSATION

Hourly Wage: $18.5

Eligible for Tips: Yes

Guests may choose to leave tips for housekeepers. Tips are provided in cash and claimed at the individuals discretion.

Estimated weekly wages including tips: $660

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:

In the beginning and the end of the season occupancy will be less ,therefore so will the work at times.

Average number of hours per week reached by last year's seasonal employees: 36

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

n/a

JOB REQUIREMENTS

English Level required:

★★★★★☆ Upper-Intermediate

Required to be 21+: Yes

Previous Experience required: No

Qualifications & Conditions

Lifting

Lifting requirement: 50lbs/22kgs

Description:

Students may be asked to push or lift objects up to 50 pounds.
Standing for entire shift

Handling cleaning chemicals

Working outdoors

Working under direct sunlight

Job Training required: Yes

Length of job training:

3 days

Hours per week during training period: 30

Different wage during training period: Yes

Training wage description:

Students will receive a wage of $12.00 during training.

Start on specific day of the week: No

Training requirements:

Need to wear uniform: Yes

Uniform Policy:

Students should dress in presentable clothes and close-toed shoes. The Alaskan Hotel & Bar t-shirts are available for purchase as a uniform at half the retail rate for employees, if available.

Cost of uniform: $15

Uniform laundry: Participant responsibility

Dress Code: Yes

Description:

Students should dress in presentable clothes and close-toed shoes. The Alaskan Hotel & Bar t-shirts are available for purchase as a uniform at half the retail rate for employees, if available.

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Karaoke Nights or Talent Shows

Additional Details about Cultural Offerings:

Juneau has a nearby state museum, a large library, a tram to the top of Mt Roberts from which are several hiking trails and places of interest, multiple fishing and whale watching opportunities, and the Mendenhall Glacier that is accessible by car or bus.

Local Cultural Offering:

Juneau offers an abundance of outdoor adventures and cultural events including:

- Hiking
- Canoeing/Paddle Boarding
- Glaciers
- Beaches
- Fishing & hunting
- Rock climbing
- Bear viewing
- Ziplining
- Whale watching
- 4th of July festivities
- DIPAC Salmon Hatchery
- Folk Festival
- Sealaska

Visit www.traveljuneau.com for 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:

The students stay in the Alaskan Hotel in rooms with 2 twin beds or bunk beds and shared bathrooms down the hall. We do provide linens, but the students are responsible for washing their bedding/towels and cleaning their rooms. The address is the Alaskan Hotel 167 S. Franklin St. Juneau, Alaska 99801

Lease Agreement: No

Onsite Amenities:

WiFi: Yes

Description:

High-speed internet is included with housing but is not suitable for gaming/streaming.

Phone Service: Yes

Description:

There are landline phones in the rooms and at the front desk. Staff communicates throughout the workday via WhatsApp.

Kitchen facilities: Yes

Description:

There is a kitchenette in each of the rooms. Each room will have 2 students.

Laundry facilities: Yes

Description:

There is a coin-op laundry on site.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 2

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 2

Rooming Arrangement Description:

There are two twin beds or bunk beds in each room. The bathrooms are down the hall, not in the room. It is fine to request to stay in a room with their friend/partner. Each room has a small fridge, a sink, 2 burners and a microwave. A single room may be possible, but participants will be charged double the housing cost per week ($220).

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: $120

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: No

Transportation to Worksite:

Other
Estimated commute time: Under 15 minutes

Estimated cost: $0

Description: Students live at the worksite, in the hotel. Transportation should not be necessary unless they choose to live off site, then they will be responsible for their own transportation.

ARRIVAL INFORMATION

Arrival Instructions:

There is a city bus that stops close to the airport, here is the website for bus schedules/times: juneaucapitaltransit.org. Otherwise, Juneau also offers multiple taxi services, as well as Uber/Lyft. It will take about 15 to 20 minutes to get to the hotel. The average cost for a taxi from the airport to the hotel is approximately $30-$35.

The employer would like all travel information to be submitted by February 15th.

Please contact:

Bettye Adams

bettye@thealaskanhotel.com

Hotel Phone: 907 318 9470

Cell: 907 723 2241 (also available on WhatsApp)

The bank, grocery store, and the social security office are all only a couple of blocks from the hotel, either walking or taking a bus is possible.

Suggested Arrival Airport:

Juneau international, JNU, Less than 25 miles

Estimated cost of transportation to worksite from suggested airports: $25 to $50

If arriving after regular hours:

Suggested After-Hours Accommodation:

Alaskan Hotel
167 S Franklin st.
Juneau , Alaska 99801
http:www.thealaskanhotel.com
907 318 9470
$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:

Students will need to make an appointment to go to the Federal building for their social security card. They can make the appointment online prior to arrival by visiting www.ssa.gov. Waiting until arrival to make the appointment can result in delays.

Nearest SSA Office: Juneau , Alaska , Less than 10 miles

Other:

Wage Payment Schedule:

Students are paid every 2 weeks on Friday.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: No

Hire in Groups: Yes
Maximum Group Size:

Grooming Requirements:

They need to be clean and presentable.

Second Job Availability: Yes, likely

Applicable Company Policies:

No smoking is allowed at the Alaskan Hotel. Cell phones are not to be used for personal texting or talking on working time. The hotel provides internet but not for streaming or long periods of use. There are " switch of shift forms" for the employees to fill in and have approved to not work their shift. The work at the hotel is priority and any secondary position cannot interfere with your role with 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

In Town, Requires Transportation:

Shopping Mall