WORK & TRAVEL USA

Aurora Denali Lodge - Front Desk

HOST INFORMATION

Company Description:

Join Our Team in the Heart of Alaska!

We're excited to offer a fantastic opportunity for someone to join our dynamic team at Aurora Denali Lodge. This is a great chance to work in a fast-paced and fun environment in one of the most beautiful places on earth – Alaska! Our summer season runs from May to September 30th, 2027, and the past few seasons have been incredibly busy, allowing us to offer plenty of hours. If you're looking for an exciting and unique workplace, we'd love to have you join us!

What We Offer:

Great Work Environment: Enjoy working in a fast-paced, fun, and rewarding atmosphere.

Employee Perks: You'll have the opportunity to participate in many fun activities like midnight golfing, potlucks, scavenger hunts, holiday parties, ice cream socials, and more!

Free and Discounted Tours: Employees can experience our tours for free, as well as discounted rates for tours with other local companies. These include adventures like Fat Truck tours, ziplining, rafting, glacier flight tours, and the Music of Denali Dinner Theatre.

Housing and Other Benefits: We offer information about affordable housing options, as well as other perks and activities available to employees, in the detailed document provided.

If you're ready to be part of a thriving business in the heart of Alaska, we'd love to hear from you. Please review our document for more information on available positions, housing, and everything we have to offer.

Host Website: https://auroradenalilodge.com/

Site of Activity: Aurora Denali Lodge

Parent Account Name: Black Diamond Resort

Host Address: Mile 249.5 George Park Highway Healy , Alaska , 99743

Nearest Major City: Fairbanks , Alaska , Over 50 miles away

PLACEMENT INFORMATION

Job Description:

Front Desk positions are responsible for displaying a professional, pleasant attitude to all customers. Job duties include greeting guests, taking reservations, checking people in and out, helping guest with problems, answering phones, handling U.S. currency, and general office help. This position requires excellent skills in English. This

position will provide the opportunity to work directly with the public and gain skills in American customer service. Your employer may ask you to perform other duties related to your job type.

Typical Schedule:

32-40 hours per week.

Drug Test required: No

COMPENSATION

Hourly Wage: $15

Eligible for Tips: Yes

Tips are rare for the front desk position.

Estimated weekly wages including tips: $600

Bonus: No

* All figures above are pre-tax

Estimated average number of hours per week: 40

Estimated minimum number of hours per week: 32

Estimated maximum number of hours per week: 40

Potential fluctuation in hours per week:

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

Overtime Policy:

Yes, paid after 8 hours

JOB REQUIREMENTS

English Level required:

★★★★★☆ Upper-Intermediate

Required to be 21+: No

Previous Experience required: No

Qualifications & Conditions

Job Training required: Yes

Length of job training:
2 weeks

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: No

Dress Code: No

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Company Parties, Holiday Events, Karaoke Nights or Talent Shows, Movie or Game Nights, Potlucks or Dinners, Shopping Trips, Sporting Events, Trips to Major City, Trips to Nearby/Major Attractions

Additional Details about Cultural Offerings:

Job performance incentives throughout the season, including inexpensive housing, free golf, covered wagon rides, ATV tours, and beginning, mid, and end-of-season parties; also, employees get to go white water rafting for free, as well as flightseeing, fishing, 4-wheeling, and other local activities.

Local Cultural Offering:

Denali National Park

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 mostly shared housing.

Lease Agreement: Yes

Onsite Amenities:

WiFi: Yes

Description:

We have free WIFI at our washhouse.

Phone Service: Yes

Description:

Cell service- please make sure you have a SIMS card. AT&T and Verizon are the most reliable here in Alaska.

Kitchen facilities: Yes

Description:

Kitchens are located in mobile homes, if you are in a dry cabin you will have access to the kitchen in the washhouse.

Laundry facilities: Yes

Description:

Laundry is in the washhouse building. There also is a laundry-mat in town, for coin operating machines.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 4

Suggested Occupancy Per Room: 1 - 4

Rooming Arrangement Description:

Rooms are not co-ed unless requested.

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: $105

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: Housing is a short distance to worksite.

Employer-Provided Transportation
Estimated commute time: Under 15 minutes

Employer-Provided Transportation is free of charge

Description: Shuttle from Black Diamond to Aurora.

ARRIVAL INFORMATION

Arrival Instructions:

You can either drive to Healy, Alaska or fly.

If you plan to drive, please e-mail me so that I can help you make your trip the best it can be. The majority of our staff will be flying. We do not pay for flights to and from Alaska. There are a couple of things to think about when flying into Alaska. The best airport for us to pick you up at is Fairbanks, Alaska. The airport code is FAI. This airport is only about a 1-and-a-half-hour drive for us and we can usually plan to pick up other things that we

need in town. You should be able to get a ticket to Fairbanks for about $25 to $75 more than the Anchorage airport. We can pick you up before 7 pm. If you fly in the evening, you might have to stay the night in Fairbanks. Which I recommend. Please check with me directly before you purchase your airline ticket for arriving and leaving in order to make sure I can arrange for a pickup. We charge $75 to pick you up in Fairbanks to help cover wages and gas and this will be deducted from your first check. There is also a shuttle www.alaskashuttle.com that you can book on your own and it is $125. We also can help you arrange to get a 50% discount on the Alaska Railroad and you can arrive by train which is a pretty cool way to come to us.

If you fly into Anchorage, that is a lot farther drive for us (500 miles round trip) and for you, it is 5 hours from our place, a long drive after a long flight and you usually must wait at the airport for several hours for the last employee to arrive. If you fly into anchorage we will not be able to pick you up and there is a shuttle that can pick you up at the airport www.alaskashuttle.com and they will drive you right to Black Diamond.

This is something you will need to arrange on your own and I think they charge $150. You can also take the train from Anchorage as well. A few websites to try: www.alaskaair.comwww.priceline.com (name your price does work) www.travelocity.comwww.delta.com www.cheaptickets.com.

When flying from Europe make sure and look at www.condor.com

Suggested Arrival Airport:

Fairbanks, FAI, Over 50 miles

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

If arriving after regular hours:

Suggested After-Hours Accommodation:

Billie Backpackers Hostel
2895 Mack Blvd
Fairbanks , Alaska 99709
https://alaskahostel.com/
907-479-2034
$50 to $75

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 transport employees to the Social Security Office in Fairbanks.

Nearest SSA Office: Fairbanks , Alaska , Over 50 miles

Other:

Wage Payment Schedule:

Employees are paid biweekly and we do suggest direct deposit.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes
Maximum Group Size:

Grooming Requirements:

We do not have a dress code but ask that employees wear appropriate and non-offensive outfits.

Second Job Availability: Yes, likely

Applicable Company Policies:

Please read the documents for specific policies.

COMMUNITY AMENITIES

Walking Distance from Worksite:

Food Market, Post Office, Bank, Restaurants, Internet Cafe, Public Library

Walking Distance from Housing:

Food Market, Post Office, Bank, Restaurants, Internet Cafe, Public Library

In Town, Requires Transportation:

Food Market, Post Office, Bank, Restaurants, Internet Cafe, Public Library

Unavailable:

Shopping Mall, Fitness Center