



WORK & TRAVEL USA

Klondike Gold Rush Jewels - Sales Associate

HOST INFORMATION

Company Description:

Klondike Gold Rush Jewels is a premier retail boutique located at 404 Broadway St. in the historic cruise port of Skagway, Alaska. Operating during the vibrant summer season, our store showcases fine jewelry alongside unique imported Egyptian art and collectibles. We serve an international influx of cruise travelers, delivering a memorable shopping experience that reflects Skagway's rich gold rush heritage.

As a J-1 Host Company, we provide a supportive environment where exchange visitors develop valuable professional skills, receive hands-on training in luxury merchandising, specialty retail, guest relations, and high-volume operations.

We believe there is more to life than just work, which is why we take care of local housing and actively help students immerse themselves in Skagway's close-knit community. Summers in Southeast Alaska are mild and pleasant, with average temperatures ranging from 45°F to 70°F alongside occasional rain. On days off, participants can explore the Klondike Gold Rush National Historical Park, hike scenic local trails like Dewey Lakes and Yakutania Point, or take museum tours. We also encourage students to join regional festivities—from the annual 4th of July parade and community softball games to local library workshops—ensuring a truly authentic and welcoming Alaskan experience.

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

Site of Activity: Klondike Gold Rush Jewels

Parent Account Name: Moe's LLC

Host Address: 404 Broadway Street Skagway , Alaska , 99840

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

PLACEMENT INFORMATION

Job Description:

As a Sales Associate at Klondike Gold Rush Jewels, you will engage with visiting cruise ship guests and international tourists to deliver exceptional customer service and drive retail sales of fine jewelry, gemstones, and Egyptian art collectibles.

Essential Functions & Key Duties:

Customer Engagement & Sales: Welcome store visitors, answer product questions, demonstrate fine jewelry and collectibles, and assist customers in selecting items to meet their individual tastes.

Product Knowledge: Learn key details regarding fine gemstones, precious metals, and Egyptian art pieces to present items confidently to prospective buyers.

Cashier & POS Operations: Process cash, credit, and foreign currency transactions accurately using the point-of-sale system; handle daily cash drawer balancing and issue receipts.

Store Merchandising & Inventory: Maintain clean, attractive display cases; assist with restock, inventory counts, tagging merchandise, and unpacking shipments.

Showroom Maintenance: Keep the sales floor, glass cases, and work areas clean, organized, and presentable at all times.

Store Safety & Loss Prevention: Keep an eye on display cases and the floor to prevent theft and keep merchandise secure.

Typical Schedule:

Typically 5-6 days per week with hours fluctuating based on cruise ship schedules and peak vs. shoulder season traffic.

Seasonal changes to job duties or available hours: Yes

Weekly hours fluctuate with changes in the operating season and cruise traffic. Hours may peak mid-season, but minimum program requirements are guaranteed.

Drug Test required: No

COMPENSATION

Hourly Wage: \$16

Eligible for Tips: No

Estimated weekly wages including tips: \$600

Bonus: Yes

End-of-season bonus based on attendance, positive customer service, and store sales goals.

* All figures above are pre-tax

Estimated average number of hours per week: 40

Estimated minimum number of hours per week: 40

Estimated maximum number of hours per week: 40

Potential fluctuation in hours per week:

Hours depend on cruise ship schedules and weather. Shoulder weeks or bad weather may alter daily schedules, but a minimum of 40 hours per week will always be guaranteed.

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

Overtime Policy:

No, exempt from paying overtime by law

Job-Specific Benefits:

Employee discounts on jewelry and art, retail sales and gemstone training and provided staff housing amenities.

JOB REQUIREMENTS

English Level required:



Intermediate

Required to be 21+: No

Previous Experience required: No

Qualifications & Conditions

Lifting

Lifting requirement: 25lbs/11kgs

Description:

Providing assistance for unpacking merchandise.

Need to wear uniform: No

Dress Code: Yes

Description:

Smart casual and presentable appearance. Employees are permitted to wear clean, neat shirts or tops paired with jeans and comfortable athletic shoes. Attire must look professional and well-maintained while working on the sales floor. Visible tattoos are not permitted while on duty,

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Movie or Game Nights, Potlucks or Dinners, Will provide information about Events, Local Resources, Attractions/Sites, Local Community

Additional Details about Cultural Offerings:

- Ranger-led historical walking tours and exhibits at Klondike Gold Rush National Historical Park.
- Interactive summer craft and local workshops at the public library.
- Alaska Native Cultural Host seminars and Tlingit heritage exhibits hosted by the Skagway Traditional Council.

Local Cultural Offering:

- Discounts on local excursions and tours for summer workers.
- Annual 4th of July parade and Summer Solstice events.
- Skagway Arts Council events.

HOUSING AND TRANSPORTATION

Housing Provided: Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. Required to stay.

Employer-owned or employer-arranged housing description:

Participants share a single bedroom equipped with separate, individual beds. Common spaces include a fully functional shared bathroom, a shared kitchen, and free on-site laundry facilities (washer and dryer). Substance & Alcohol Policies Strict No Alcohol: This is a strictly alcohol-free housing property regardless of participant age. No Smoking/Vaping: No smoking, vaping, or use of tobacco/e-cigarettes inside the housing. Drug Policy: Zero-tolerance policy for illegal substances, including marijuana, Living Standards & House Rules Guest Policy: No guests or visitors allowed in the housing facility. Cleanliness & Maintenance: Residents are expected to keep shared kitchens and bathrooms clean after every use. Bedding & Linens Linens Provided: Basic bedding (sheets, pillow, and blanket) are provided upon move-in.

Lease Agreement: No

Onsite Amenities:

WiFi: Yes

Description:

Hi Speed Wi-Fi (Starlink)

Phone Service: Yes

Description:

Reliable cellular service and high-speed Wi-Fi are available on-site, allowing participants to easily call or message CIEE and emergency services.

Kitchen facilities: Yes

Description:

Kitchen & Appliances Full kitchen access includes a shared refrigerator and microwave for food storage and heating. Essential Cooking utensils, pots, pans, plates, and cutlery are provided.

Laundry facilities: Yes

Description:

Participants have free access to on-site washing machines and dryers.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 1 - 2

Rooming Arrangement Description:

Participants share a single bedroom with separate, individual beds. Friends or participants traveling together are welcome to request rooming together. The residence has access to a shared bathroom, kitchen, and laundry facilities.

Provided Housing Cost:

Required to Pay for Provided Housing: No

Utilities Costs: No

Housing Deposit: No

Transportation to Worksite:

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: A simple, flat 0.5-mile walk along paved town streets, taking approximately 7 to 10 minutes. Sidewalks and clear pedestrian paths make the walk safe and direct.

Employer-Provided Transportation

Estimated commute time: Under 15 minutes

Employer-Provided Transportation is free of charge

Description: Employees will be picked up and dropped off at the worksite at the start and end of each scheduled shift.

ARRIVAL INFORMATION

Arrival Instructions:

- **Recommended Route:** Fly into Juneau (JNU) and take a direct regional flight to Skagway (SGY) via Alaska Seaplanes (\$200 to \$280 per passenger (one-way) <https://www.flyalaskaseaplanes.com/> or take the Alaska Marine Highway ferry from Juneau to Skagway (\$50 to \$90 per passenger (one-way for foot passengers))<https://dot.alaska.gov/amhs/> .
- **Travel Time:** Approx. 45 minutes by plane or Approx. 6 hours by ferry from Juneau.
- **Flight Info Submission Deadline:** Please send your full flight/travel itinerary at least 10 days before your start date.
- **Travel Contact:** Mohamed Elemam | Email: mokgrusa@gmail.com | Phone: +17602249937
- **Housing & Pick-Up Info:** We provide pickup at the Skagway airport or ferry terminal upon arrival. Housing is fully furnished, and daily transport to and from work is provided.

Suggested Arrival Airport:

Juneau International Airport, JNU, Over 50 miles

Estimated cost of transportation to worksite from suggested airports: \$150 to \$200

If arriving after regular hours:

Suggested After-Hours Accommodation:

Super 8 Juneau Alaska By Wyndham Juneau
2295 Trout St
Juneau , Alaska 99801
www.super.com
+19075318321
\$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:

Because Skagway is a remote town, there is no local Social Security Administration office. The nearest field office is located in Juneau, AK (709 W. 9th St., Suite 231). Participants are encouraged to complete their Social Security application online. We will provide guidance and assistance with the online registration process upon arrival to Skagway.

Nearest SSA Office: Juneau , Alaska , Over 50 miles

Other:

Wage Payment Schedule:

Participants will be paid bi-weekly via direct deposit or paper paycheck.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

Employees are expected to maintain high standards of personal hygiene and present a neat, clean, and professional appearance. Hair and facial hair must be kept clean and well-groomed. Ear piercings are permitted, but visible tattoos are not allowed while on duty.

Second Job Availability: Yes, likely

Applicable Company Policies:

- Cell Phone Policy: Cell phone use is restricted to breaks and meal times. Phones must be set to silent and kept out of sight during working hours to maintain focus on customer service.
- Smoking & Vaping: Smoking and vaping are strictly prohibited inside the worksite retail store and provided housing. Designated outdoor smoking areas must be used.
- Scheduling: Work schedules are published in advance. Employees are expected to arrive punctually for all scheduled shifts. Any requests for time off or shift swaps must be submitted and approved by management ahead of time.
- General Conditions: Employees must maintain a clean, organized retail environment and follow all store safety guidelines.

COMMUNITY AMENITIES

Walking Distance from Worksite:

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

Walking Distance from Housing:

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

Unavailable:

Shopping Mall, Internet Cafe