Position Details

Overview

Position Title: *Housekeeper*

Position Code: *PC1647383*

Host Company Name: *Bay Harbor Yacht Club*

Host Company Description:
Bay Harbor Yacht Club is a private, member-owned social club nestled into the western shoreline of Bay Harbor Lake in northern Michigan.

City: *Bay Harbor*

State: *MI*

Gender Preference: *No Preference*

English Level: *Intermediate*

Minimum Age: *18*

Earliest Start Date: *5/1/2027*

Earliest End Date: *9/1/2027*

Latest Start Date: *6/25/2027*

Latest End Date: *10/15/2027*

Position Details

Average Hours/Week: *32*

Typical Schedule: *Housekeeping is generally in the morning.*

Additional Hours Details:

Position Description:
The Housekeeper position is a working hourly position responsible for ensuring the cleanliness of all club facilities, including all public restrooms, dining areas, event spaces, and staff/housing areas.

Required Duties: *Monitoring and refreshing public restrooms as needed, including cleaning toilets and sink areas*

Assist with cleaning rooms as needed in Employee housing areas
Execute deep cleaning projects, such as carpet cleaning, according to schedule
Collection and disposal of trash around property
Washing and folding beach towels using Laundry machines
Assist members with retrieving additional amenities as requested
Perform general cleaning duties in all areas of the club property, including:
Wipes all window sills, walls and light switches.
Vacuums rugs and floors.
Dusts all furniture and fixtures.

Checks lamps for burned-out light bulbs.
Wipes mirrors and windows.
Restocks all stationary.
Cleans and sanitizes toilets.
Washes tiles, tub, shower walls and fixtures.
Wipes shower curtain.
Cleans sink and fixtures.
Cleans walls, baseboards and floor.
Restocks towels, wash cloths, soap, glasses and other supplies and amenities.
Vacuums guest room hallways.

Skills Required: *Ability to work in a fast-paced environment*
Comfortable using ladders to reach high areas during cleaning process
Strong organizational skills to prioritize work activities within project and operations required

Strong interpersonal skills

Supplies Required:

Supplies Cost:

Company Policies:

Interview Required?: *Yes*

Additional Information:

Training Dates:

Different Training Period Wage:

Physical Demands:
Must be able to stand for long periods of time; Must be able to work outdoors; Must be able to work in the cold; Must be able to work with cleaning and sanitation products; Performing duties which require bending, reaching, and/or lifting; Lifting & transporting up to 25/30/50/100 pounds

Drug Testing Requirements:

Meals Included:

Transportation:

Host Placement - Related Costs:

Benefits Provided by Host:

Pay Rate: *USD 15.00*

Pay Frequency: *Bi-Weekly*

Pay Notes:

Overtime Available? *No*

Overtime Rate:

Days Before Start of Work: *0*

Tipped Position? *No*

Accepts Couples? *No*

Accepts Groups? *No*

Second Job Allowed? *Yes*

Company Provided Housing? *Yes*

Arrival Information

Recommended Airport: *Cherry Capital Airport (TVC)*
Traverse City, MI

Detroit Metropolitan Airport (DTW)

Detroit, MI

Nearest Bus Station: *N Central Michigan Coll*
1515 Howard St
Petoskey, MI 49770
Greyhound Customer Service:

(800) 231-2222

Nearest Train Station: *Grand Rapids, MI (GRR)*

Station Building (with waiting room)

440 Century Avenue SW
Vernon J. Ehlers Station
Grand Rapids, MI 49503

Transportation to Company: *If you need transportation to your Host Company, listed below are Taxi Services:*

Bay To Bay Shuttle: (231) 373-5797

Reporting Instructions:
Check in on your MyIntrax Account upon arrival. Report to your Host Company between the hours of 9am-4 pm otherwise you may need to stay in a motel for the night. Please see link for motels in the area
https://www.hotels.com/de1644239/hotels-bay-harbor-michigan/

Travel Instructions:
Company will provide pick ups from Petoskey, MI or Boyne Falls, MI as long as they are notified 2 weeks in advance that you are coming.

Participants find it easiest and most affordable to fly then take a Greyhound bus or the Amtrak train to your Host Company Area. Upon arrival, participants can take a taxi to their Host Company.

Nearest Social Security Office: *308 State St #8*
Petoskey, MI 49770

Social Security Instructions:
Employer will assist you with instructions on applying for your card and transportation, you must have an appointment. You must wait 10 days after entering the U.S AND checking in with Intrax before you apply.

Area Information

Area Information:
Situated along five miles of stunningly beautiful Lake Michigan shoreline between Petoskey and Charlevoix, Bay Harbor is an idyllic destination for vacationers, visitors and residents alike. With stunning views, world-class amenities, unique accommodations, unrivaled recreational opportunities and a calendar full of events, it's the perfect place to mix business with pleasure, connect with friends and family or simply unplug.

The Village at Bay Harbor is a magical place. Browse our specialty shops, enjoy waterfront dining in the Village, and enjoy luxurious accommodations at our award-winning hotel or in our charming vacation homes. Sail into beautiful Bay Harbor Lake Marina, explore the area and stay to enjoy Music on Main, the In-Water Boat Show or one of our other signature events.

When you're ready to reward yourself with Northern Michigan living at its best, Bay Harbor is the destination of choice.

Cultural Opportunities:
Petoskey, Michigan is an upscale resort community nestled along the shores of Lake Michigan's Little Traverse Bay. People come to Petoskey to enjoy year-round recreational opportunities. Fall in Petoskey offers crisp lake breezes, stunning colors, spectacular sunsets along gorgeous beaches and an abundance of outdoor activities. Known for its Million Dollar Sunsets, the summer home of Ernest Hemingway in his early years, and the Petoskey Stone. There is plenty to enjoy in Petoskey. For more information visit Petoskeyarea.com

Website: *http://www.bayharboryc.com/*

Additional Website Info:

Accomodation Option: Bay Harbor Employee Housing

Company Arranged: *Yes*

Company Recommended: *Yes*

Description:
Motel converted to housing for employees. Twin Beds or Bunk beds, one bathroom per room, shower, storage rack, mini-fridge/microwave, table/chairs, shared full kitchen, lawn area, shared laundry facilities. Commute time is 20-30 minutes. Rides to work provided. 2 people share a room.

1526 Bridge St, Charlevoix,

Estimated Weekly Cost: *USD 100.00*

Additional Weekly Cost:

Additional Cost Description: *$300 deposit, lease terms must be met*

Commute Options: *Bus*

Commute Cost: *USD 0.00*

Company Provides Transportation: *Yes*

Estimated Distance to Company: *15*

Gender Restrictions: *None*

Accomodation Option: Bay Harbor Yacht Club Housing

Address:
1526 Bridge St

Charlevoix MI
49720 - United States

Type:

Company Arranged: *Yes*

Company Recommended: *Yes*

Description:
Housing is provided in a motel and cabins, dorm style. Twin beds are provided. One bathroom per unit. Mini Fridge and Microwave. Shared Kitchen space or own kitchenette. Outdoor common area.

Estimated Weekly Cost: *USD 100.00*

Additional Weekly Cost:

Additional Cost Description: *$300 housing deposit required. 2 people per room/housing unit.*

Commute Options: *Bus*

Commute Cost: *USD 0.00*

Company Provides Transportation: *Yes*

Estimated Distance to Company: *15 miles*

Gender Restrictions: *None*

Features:

Features Description:

Additional Information: *a1l4O00000BhM8c*

Accomodation Option: Bay Harbor Yacht Club Housing

Address:
1526 Bridge St
Charlevoix MI
49720 - United States

Type:

Company Arranged: *Yes*

Company Recommended: *Yes*

Description:
Housing is provided in a motel and cabins, dorm style. Twin beds are provided. One bathroom per unit. Mini Fridge and Microwave. Shared Kitchen space or own kitchenette. Outdoor common area.

Estimated Weekly Cost: *USD 100.00*

Additional Weekly Cost:

Additional Cost Description: *$300 housing deposit required. 2 people per room/housing unit.*

Commute Options: *Bus*

Commute Cost: *USD 0.00*

Company Provides Transportation: *Yes*

Estimated Distance to Company: *15 miles*

Gender Restrictions: *None*

Features:

Features Description:

Additional Information: *a1l4O00000BhM8c*

Accomodation Option: Bay Harbor Yacht Club Housing

Address:
1526 Bridge St
Charlevoix MI
49720 - United States

Type:

Company Arranged: *Yes*

Company Recommended: *Yes*

Description:
Housing is provided in a motel and cabins, dorm style. Twin beds are provided. One bathroom per unit. Mini Fridge and Microwave. Shared Kitchen space or own kitchenette. Outdoor common area.

Estimated Weekly Cost: *USD 100.00*

Additional Weekly Cost:

Additional Cost Description: *$300 housing deposit required. 2 people per room/housing unit.*

Commute Options: *Bus*

Commute Cost: *USD 0.00*

Company Provides Transportation: *Yes*

Estimated Distance to Company: *15 miles*

Gender Restrictions: *None*

Features:

Features Description:

Additional Information: *a1l4O00000BhM8c*

Accomodation Option: Bay Harbor Yacht Club Housing

Address:
1526 Bridge St
Charlevoix MI
49720 - United States

Type:

Company Arranged: *Yes*

Company Recommended: *Yes*

Description:
Housing is provided in a motel and cabins, dorm style. Twin beds are provided. One bathroom per unit. Mini Fridge and Microwave. Shared Kitchen space or own kitchenette. Outdoor common area.

Estimated Weekly Cost: *USD 100.00*

Additional Weekly Cost:

Additional Cost Description: *$300 housing deposit required. 2 people per room/housing unit.*

Commute Options: *Bus*

Commute Cost: *USD 0.00*

Company Provides Transportation: *Yes*

Estimated Distance to Company: *15 miles*

Gender Restrictions: *None*

Features:

Features Description:

Additional Information: *a1l4O00000BhM8c*