# Position Details

## Overview

**Position Title:** *Prep Cook*

**Position Code:** *PC1692651*

**Host Company Name:** *HAP - Fairbanks Princess Riverside Lodge*

**Host Company Description:**
*Princess Tours a division of Princess Cruises is responsible for the operation of Alaska Land Tours and the land portion of Cruisetours. Founded in 1972 and headquartered in Seattle Washington the company offers a wide variety of Alaska Land Tours in conjunction with Princess' Alaska cruises providing visitors with the best ways to see the majestic “Land of the Midnight Sun” -- by land and by sea.*

*The largest cruise and tour operator in Alaska Princess Tours gives travelers the opportunity to combine a Gulf of Alaska cruise with the interior of Alaska experience. The “land” portion of our cruisetours include the state's most popular areas such as Anchorage Denali National Park Copper River the Kenai Peninsula and Prudhoe Bay.*

*Princess Tours also owns and operates five wilderness lodge properties and several luxury rail cars known as Princess Rail.*

**City:** *Fairbanks*

**State:** *AK*

**Gender Preference:** *No Preference*

**English Level:** *Conversational*

**Minimum Age:** *18*

**Earliest Start Date:** *5/7/2027*

**Earliest End Date:** *9/7/2027*

**Latest Start Date:** *5/10/2027*

**Latest End Date:** *9/10/2027*

## Position Details

**Average Hours/Week:** *32*

**Typical Schedule:** *At least 32 hours a week over the course of your program. Hours dependent on business levels.*

**Additional Hours Details:**

**Position Description:**

*Responsibilities:*

- *Routinely, prepares food for daily use. Monitors inventory, rotates supplies, and maintains required inventory levels.*
- *Washes dishes and cleans kitchen area.*
- *Assists with receiving and storage activities.*

*Requirements:*

- *Some experience in food preparations is preferred.*
- *Must be able to lift and/or move up to 40 pounds.*
- *Must have a valid Alaska Food Handlers card.*

*Required skills:*
*Participants must have Conversational English skills and a work availability of 4 months. Ability to work well both in a team atmosphere and also independently. Able to stand on feet for 8 hour shifts. Able to lift at least 50 pounds. Ability to perform multiple tasks efficiently and appropriately. The host company runs a post-offer background check and you must successfully complete this in order to stay employed.*

*Additional application documents:*
*Yes. As soon as you receive your DS-2019 document please complete an online application at www.Princessjobs.com.*

*Drug Screening:*
*No*

*Dress Code (incl. Uniforms):*
*Uniforms are provided to you by the company. Employee must provide shoes and white shirt.*

*Grooming:*
*High standards of grooming and personal hygiene should be observed at all times while at work and on hotel property. Women are allowed one earring in each ear with no more than a one inch dangle. Men are not allowed to wear earrings. Men's hair must be above the collar and facial hair in the form of a trim beard or mustache is only acceptable if approved at time of hire. Only conservative hair colors and styles are permitted. No watches rings or excessive jewelry will be permitted when working in the dining room.*

*Additional Information:*
*Fairbanks (Fairbanks Princess Riverside Lodge)*
*The most elegant hotel in Fairbanks the Fairbanks Princess Riverside Lodge is situated along the Chena River. Fairbanks is Alaska's largest interior city and offers all the urban amenities of a mid-sized city. Make time to see the Trans-Alaskan Pipeline as it travels south toward Valdez just outside the city limits. Head up to the University of Alaska at Fairbanks Museum which is known to house some of the finest displays depicting Alaska's history in the state. A variety of seasonal and year-round positions are available. For more information on the Fairbanks area we suggest visiting these sites: www.explorefairbanks.com and fairbanksvisitors.com/artman/publish/.*

*Second job possible:*
*Yes*

*Second job notes:*
*You will be in a high tourism area. If you are able to secure a second job please remember that your first priority is your job with Princess.*

**Required Duties:**
*Must be able to lift 23 kg and able to complete physical work. Knife skills and general sanitation practices required.*

**Skills Required:**

**Supplies Required:** *Uniforms are provided to you by the company. Employee must provide shoes and white shirt.*

**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 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 20.00*

**Pay Frequency:** *Bi-Weekly*

**Pay Notes:**
*Students will be paid every 2 weeks. There is an end of season monetary bonus for employees who have completed their employment contract. The bonus is paid in November.*

**Overtime Available?** *Yes*

**Overtime Rate:**

**Days Before Start of Work:** *0*

**Tipped Position?** *No*

**Accepts Couples?** *Yes*

**Accepts Groups?** *Yes*

**Second Job Allowed?** *Yes*

**Company Provided Housing?** *Yes*

## Arrival Information

**Recommended Airport:** *Fairbanks International Airport*

**Nearest Bus Station:** *Fairbanks, AK*

**Nearest Train Station:** *Fairbanks, AK: https://www.alaskarailroad.com/*

**Transportation to Company:**
*You are responsible for your transportation from the airport to housing and to work. We recommend buying a bike or taking the local bus. Here's a link to the local bus: http://www.co.fairbanks.ak.us/busroutes/default.aspx*

**Reporting Instructions:**
*Please follow the travel instructions and report to your employer on the start date listed on your DS 2019 form. Please submit your travel arrangements to the INTRAX Work Travel at least 2 weeks prior to your arrival.*

**Travel Instructions:**
*Upon arrival to the Fairbanks Airport, please check in at the Fairbanks Princess Riverside Lodge which is located very close to the airport. You are responsible for your transportation from the airport to the resort. Once you check in, you will be given your housing assignment, keys, and your housing agreement to sign.*

*Please note: If you are flying in in the overnight hours, prior to May 15, you will need to:*

*Get a room at the Westmark Fairbanks Hotel and Conference Center for the night. You will then check in the next morning at the lodge to meet the coordinator for your housing assignment.*

*If you are flying in in the overnight hours after May 15, you will need to:*

*Get a room at the Fairbanks Princess Riverside Lodge for the night and the next morning you will meet with the coordinator for your housing assignment*

*Human Resources will assist you with paperwork and direct you to the Social Security office. Please submit your flights in your MyIntrax account at least 2 weeks prior to your arrival.*

**Nearest Social Security Office:** *RM 138 101 12TH AVENUE FAIRBANKS , AK 99701*

**Social Security Instructions:**
*You must Check-In with Intrax as soon as you arrive and then apply for your Social Security Card. Be sure to obtain a receipt from your application to show to your employer.*

## Area Information

**Area Information:**
*Area Description: Fairbanks is Alaska's largest interior city and offers all the urban amenities of a mid-sized city. Websites: www.princessjobs.com Climate: May - 59 degrees and 19 hours of sunlight, June - 70 degrees, and 21 hours of sunlight, July - 72 degrees, and 20.7 hours of sunlight. August - 66 degrees, and 16.3 hours of sunlight. There is always the possibility of rain at all times even during the summer months. Altitude: 453 feet above sea level Nearest Major Cites: You will be located in the relatively large city of Fairbanks. The next nearest large city is Anchorage, Alaska which is 365 miles away.*

**Cultural Opportunities:**
*Fairbanks is Alaska's largest interior city and offers all the urban amenities of a mid-sized city. Make time to see the Trans-Alaskan Pipeline as it travels south toward Valdez just outside the city limits. Head up to the University of Alaska at Fairbanks Museum which is known to house some of the finest displays depicting Alaska's history in the state. For more information on the Fairbanks area, we suggest visiting these sites: www.explorefairbanks.com and fairbanksvisitors.com/artman/publish/.*

**Website:**

**Additional Website Info:**

## Accomodation Option: Fairbanks Princess Riverside Lodge -Employee Housing

**Company Arranged:** *Yes*

**Company Recommended:** *Yes*

**Description:**
*Housing is provided by your employer. Cost will be $15 per day - this does not include meals. Cost deducted from paycheck.*

*There will be 1-2 bedroom apartments with 3-6 person occupancy per apartment. 1 bathroom per shared apartment.*

*Linens and furnishings provided. Full kitchen in each apartment. Laundry facilities on site. Apartments are off site from Lodge 1.5 - 2 miles away.*

*Termination of job equals termination of housing. All employees must sign an employee housing agreement which outlines standards of conduct and rules for usage of employee housing. Employee housing privileges can be revoked for violations of housing and conduct standards.*

**Estimated Weekly Cost:** *USD 105.00*

**Additional Weekly Cost:**

**Additional Cost Description:** *Housing cost deducted from paycheck.*

**Commute Options:** *Bicycle; Bus*

**Commute Cost:**

**Company Provides Transportation:** *No*

**Estimated Distance to Company:** *2 miles*

**Gender Restrictions:** *None*