Position Details

Overview

Position Title: *Hotel Crew*

Position Code: *PC1697260*

Host Company Name: *Gilmore Hotel/Annabelle's Famous Keg and Chowder House*

Host Company Description: *Seafood Restaurant and Hotel*

City: *Ketchikan*

State: *AK*

Gender Preference: *Male*

English Level: *Advanced*

Minimum Age: *18*

Earliest Start Date: *5/1/2027*

Earliest End Date: *8/22/2027*

Latest Start Date: *5/20/2027*

Latest End Date: *9/7/2027*

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:
Expect 32 hours minimum over course of entire program but there is chance to get more than 40 hours per week.

Position Description:
Hotel Crew: Gilmore Hotel staff will be cross-trained and may be expected to assist with front desk, housekeeping, laundry, and other hotel duties as needed.

Front Desk Clerk: Front desk employees are responsible for assisting hotel guests and helping maintain smooth daily hotel operations. Duties may include greeting guests, checking guests in and out, answering phones, taking reservations, processing payments, providing information about the hotel and local area, responding to guest questions or concerns, maintaining front desk records, and assisting with other hotel duties as needed.

Housekeeper: Housekeeping employees are responsible for cleaning and preparing guest rooms and common areas. Duties may include making beds, changing linens, cleaning bathrooms, vacuuming, mopping, dusting, removing trash, restocking room supplies, cleaning common areas, and preparing rooms for arriving guests.

Employees may also assist with washing, drying, folding, and organizing hotel linens and towels.

This position may require standing, walking, bending, lifting, pushing carts, carrying supplies, and working for extended periods of time.

Employees will use cleaning chemicals and may handle dirty linens, towels, trash, and other materials associated with hotel

housekeeping.

All hotel staff are expected to maintain a clean, professional work environment and assist other employees and departments when needed.

Other positions or duties may also be offered to help employees meet hour requirements. Overtime opportunities and overtime pay rates may also be available during the Alaska cruise ship season, depending on business needs.

Required Duties: *Must be able to lift 23 kg. and able to complete physical work*

Skills Required:

Supplies Required: *Please wear your uniform while at work. All employees are issued a uniform for use at work.*

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 16.00*

Pay Frequency: *Bi-Weekly*

Pay Notes:

Overtime Available? *Yes*

Overtime Rate:

Days Before Start of Work: *0*

Tipped Position? *No*

Accepts Couples? *No*

Accepts Groups? *Yes*

Second Job Allowed? *Yes*

Company Provided Housing? *Yes*

Arrival Information

Recommended Airport:
Ketchikan International Airport (KTN) (Must fly through Juneau first to apply for social security and then you travel to Ketchikan)

Nearest Bus Station: *N/A*

Nearest Train Station: *N/A*

Transportation to Company:
You will need to fly into Ketchikan. Your employer will then be there to greet you upon arrival and take you to your housing.

Reporting Instructions:
Arrive at least 1 day before work date so host company can personally show you around and get you situated. Please stay in touch with employer several weeks before start date over Whatsapp.

Travel Instructions:
Upon arrival to Juneau, please go to the Social Security Office to apply for your card. Check into a hostel if it is later in the day. Please stay in touch with your host company employer, Ryan Brown, by WhatsApp to inform him of your travel plans to Ketchikan.

Nearest Social Security Office: *709 W 9th St Ste 231, Juneau, AK, 99801*

11:30am-4pm Monday to Friday
Closed on weekends

Social Security Instructions:
You must Check-In with Intrax as soon as you arrive to Juneau and then apply for your Social Security Card. Be sure to obtain a receipt from your application to show to your employer. After applying in Juneau, please travel to Ketchikan.

Area Information

Area Information:
Ketchikan has a mild maritime or oceanic climate, characterized by heavy cloud cover and high humidity through much of the year and abundant rainfall throughout the year (even in the driest month), earning it the nickname of the "Rain Capital of Alaska". Ketchikan's climate is classified as Köppen Cfb ("Marine West Coast"). Winters are chilly but milder than its latitude alone may suggest: January has a 24-hour average of 35.6 °F (2.0 °C) with an average daytime high of 39.7 °F (4.3 °C) and an overnight low of 31.5 °F (0.3 °C). Summers are mild, as August's temperature averages 59.0 °F (15.0 °C) with an average daytime high of 64.7 °F (18.2 °C) and an overnight low of 53.3 °F (11.8 °C). Rainfall averages 149.54 inches (3,798 mm) per year, falling more heavily in autumn and winter. On average, the growing season (non-freezing temperatures) lasts about 6.3 months or 191 days, extending from about April 19 to about October 27.

Ketchikan is the third-wettest city in the United States after Whittier and Yakutat.[13]

Further east and away from moderating maritime influence, winters on these parallels in inland North America are much colder.

The record high temperature in Ketchikan was 96 °F (36 °C) on June 25, 1913. The record low temperature was 7 °F (22 °C) on January 23, 1916. The wettest year was 1949 with 202.55 inches (5,145 mm) and the driest year was 1995 with 88.45 inches (2,247 mm). The most rainfall in one month was 53.85 inches (1,368 mm) during November 1917 and the most rainfall in 24 hours was 8.71 inches (221 mm) on October 11, 1977. The most snowfall in one month was 45.1 inches (1.15 m) in January 1971.

Cultural Opportunities:
Ketchikan has abundant rainfall throughout the year, please be aware of this and bring a raincoat and rain accessories! Endless opportunities for hiking and backpacking are right outside your door. Ketchikan is an Alaskan city facing the Inside Passage, a popular cruise route along the state's southeastern coast. It's known for its many Native American totem poles, on display throughout town. Nearby Misty Fjords National Monument is a glacier-carved wilderness featuring snowcapped mountains, waterfalls and salmon spawning streams. It's also home to rich wildlife including black bears, wolves and bald eagles

Website: *https://www.annabellesketchikan.com/*

Additional Website Info:

Accomodation Option: Employee Housing

Company Arranged: *Yes*

Company Recommended: *Yes*

Description:
3440 Baranof Ave, Ketchikan, AK 99901

Shared bedroom - 2-4 people, up to 10 people per home

Shared bathroom

Kitchen, common areas

Access to laundry and wifi included

Rent is deducted from paycheck

Employee housing is for employees, if you lose your position, you could lose your housing. If you depart the housing early, you are still required to pay for the entire month and you must give 30 days notice as well.

Meal perks at restaurant when working (limited options) and discounts when not working.

Can bike or take 35 minute bus to work. Bus passes provided by employer.

Estimated Weekly Cost: *USD 187.50*

Additional Weekly Cost:

Additional Cost Description: *No deposit*

Commute Options: *Bicycle; Bus*

Commute Cost:

Company Provides Transportation: *No*

Estimated Distance to Company: *2.2 miles*

Gender Restrictions: *Male Only*