



Bucks T4 Lodge and Dining - Housekeeper/Houseperson

HOST INFORMATION

Company Description:

Do you love the great outdoors? Are you interested in being part of a professional, hospitality-oriented, fun and friendly team? Are fresh air and beautiful vistas something you crave? If all this sounds appealing, we urge you to consider becoming a member of our team at Buck's T-4 Lodge and Restaurant in Big Sky, Montana.

Buck's T-4 is one of the first established businesses in Big Sky. We offer both fine dining and casual dining, as well as rustic Montana lodging. Our location is ideal for anyone who loves outdoor activities from skiing, fishing, hiking, biking, whitewater rafting, horseback riding and we are just 40 minutes from Yellowstone National Park!

We offer onsite staff housing with satellite TV and wireless internet, free breakfast is included if your shift is in the morning, or dinner is included if you work the evening shift.

Buck's T-4 has been a Big Sky tradition for over 50 years. We seek lively, creative, and motivated individuals excited to spend the season in Big Sky. We look forward to having you join our team! www.buckst4.com

We provide employee housing onsite for \$75/week plus a \$300 deposit! Employees receive 50% off menu items plus a free shift meal on work days!

Host Website: <https://www.buckst4.com/>

Site of Activity: Bucks T4 Lodge and Dining

Parent Account Name: Bucks T4 Lodge and Dining

Host Address: 46625 Gallatin Road Gallatin Gateway, Montana, 59716

Nearest Major City: Big Sky, Montana, Less than 50 miles away

PLACEMENT INFORMATION

Job Description:

Housekeepers perform a combination of cleaning duties to maintain guest rooms and/or public areas in a clean and orderly manner. Job duties may include, but are not limited to:

- Removing and collecting linens for laundering and transporting them to designated areas.*
- Cleaning rugs, carpets, and upholstered furniture using vacuum cleaner.*
- Dusting furniture and equipment.*
- Emptying wastebaskets and cleaning them inside and out.*
- Cleaning tiled floors with the use of brooms and mops.*

- Using chemical-based products to clean tubs, sinks, countertops, mirrors, toilets, door panels and shower curtains.
- Replenishing trash bags, soaps, bathroom items, and other supplies.
- Transporting all trash and waste to disposal areas.
- Removing items from refrigerator, stove, and microwave.
- Cleaning refrigerator, stove, microwave, and any additional appliances.
- Loading and unloading dishes from dishwasher, drying dishes, and putting them away in proper places.
- Demonstrate a high level of customer service. Respond to and take appropriate action to resolve concerns and complaints of guests.

The houseperson is responsible for delivering large supplies of linen and other supplies to the housekeeping closets to the appropriate locations and remove dirty linen, trash and recycling from housekeeping closets and in front of rooms.

A houseperson is also responsible for the assistance in cleaning of guest rooms and cottages if needed. Hours and shifts vary due to weather and occupancy levels. Perform other duties as assigned by Management.

Typical Schedule:

Work schedules may vary based on business needs and staffing levels. Position requires the flexibility to work varied shifts (early morning and late evening shifts), weekends and holidays.

Drug Test required: No

COMPENSATION

Hourly Wage: \$16

Eligible for Tips: No

Estimated weekly wages including tips: \$512

Bonus: No

* All figures above are pre-tax

Estimated average number of hours per week: 32

Estimated minimum number of hours per week: 32

Estimated maximum number of hours per week: 50

Potential fluctuation in hours per week:

Average number of hours per week reached by last year's seasonal employees: 32

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

50% off menu items plus a free shift meal on work days.

JOB REQUIREMENTS

English Level required:



Intermediate

Required to be 21+: No

Previous Experience required: No

Qualifications & Conditions

Lifting

Lifting requirement: 50lbs/22kgs

Description:

1. Position requires the ability to lift up to 50 lbs. and carry up to 25 lbs. 2. Must be able to transport up to two hundred (200) lbs. of supplies using proper supplies. 3. Must have the ability to bend constantly, accurately carry out instructions, able to do repetitive tasks and have an attention to detail. 4. Must be able to stand and walk on various floor surfaces for extended periods of time. 5. Must be able to walk, twist, crouch, push, pull and climb stairs throughout shift.

Standing for entire shift

Handling cleaning chemicals

Other qualifications or conditions

Description:

Employees in this role are frequently exposed to cleaning chemicals. Employees perform strenuous repetitive tasks while standing for extended periods of time. Very physical job.

Job Training required: Yes

Length of job training:

One week.

Hours per week during training period: 32

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Need to wear uniform: Yes

Uniform Policy:

Please bring black pants and comfortable, non-marking, black sport shoes. Employer provides uniform shirt.

Cost of uniform: \$0

Uniform laundry: Participant responsibility

Dress Code: No

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Will provide information about Events, Local Resources, Attractions/Sites, Local Community

Additional Details about Cultural Offerings:

The employer may set up trips to Yellowstone National Park based on availability of outfitters; outfitters charge at a discounted rate. Employer gives out the local bus schedule and helps employees get around town and know about local events, such as Christmas, New Years and holiday celebrations.

Local Cultural Offering:

Downhill skiing and cross country skiing are available in the area for a charge. Students enjoy a local ice skating rink. Employees receive 50% of all menu items.

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:

We offer onsite staff housing with satellite TV and wireless internet for our team members along with lodging/dining discounts. We have two types of employee housing: There are two housing units with a common area with kitchen, 5 bedrooms and 3 bathrooms for five students per unit of the same gender. There are housing units with a common area with kitchen, 1 bedroom and 1 bathroom for 2 students per unit of the same gender. Students receive a free employee meal on shift days. On days off breakfast is available for \$6.50+tax. Employees also receive 50% off menu items!

Lease Agreement: Yes

Onsite Amenities:

WiFi: Yes

Description:

A WiFi password will be provided upon arrival.

Phone Service: Yes

Description:

Cell phone service is available. Some areas of property have limited coverage. A landline is available. Someone will always be at the front desk of the hotel 24 hours per day.

Kitchen facilities: Yes

Description:

Each housing unit has a kitchen with a full sized refrigerator, full size range and oven and microwave. Pots, pans, dishes, glassware, and utensils are also in housing.

Laundry facilities: No

Description:

Employees can take laundry to the local laundry mat located in the town center. They can take the Skyline Bus for free directly from Buck's T4 to within a couple of blocks of the laundry mat.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 1 - 2

Rooming Arrangement Description:

Only employees of the same gender will be placed in housing together.

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: \$75

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$300

Description:

Deducted from first and second paychecks.

Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

Deposit will be refunded within 2 weeks of vacating property if terms in lease are met.

Details About Deposit Refund:

Refunded by check.

Transportation to Worksite:

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: Housing is on site, 100 meters from work.

ARRIVAL INFORMATION

Arrival Instructions:

Please contact employer at least 3 weeks before departure from home country to discuss arrival in Bozeman. Employee will need to fly into the Bozeman Yellowstone International Airport BZN located in Belgrade, MT. Employer will make arrangements to have a ride available from the airport to Buck's T4 as long as ample notification has been made prior to the arrival. Ride will make a stop at a local grocery store on the way so that groceries can be purchased for the week ahead. Have cash money available for groceries.

Contact Bethany at bethany@buckst4.com to confirm travel itinerary.

Suggested Arrival Airport:

Bozeman Yellowstone International Airport, BZN, Over 50 miles

Estimated cost of transportation to worksite from suggested airports: \$0 to \$25

If arriving after regular hours:

Suggested After-Hours Accommodation:

Comfort Inn
1370 7th Ave
Bozeman , Montana 59715
<https://www.choicehotels.com/montana/bozeman/comfort-inn-hotels/mt029>
(406) 587-2322
\$75 to \$100

TRAINING AND ONBOARDING

Pre-Arrival Onboarding:

Social Security Number:

Require participants to apply for SSN before arrival at worksite: No

Details about how to apply for Social Security Number:

Employer will provide directions on how to navigate to Social Security Office via public transportation.

Nearest SSA Office: Bozeman , Montana , Less than 50 miles

Other:

Wage Payment Schedule:

Every two weeks.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups:

Grooming Requirements:

Clean, professional appearance. Tattoos may not be visible during work shifts. Must have natural hair color. No facial piercings and no more than 2 ear piercings.

Second Job Availability: Yes, likely

Applicable Company Policies:

CELL PHONE USAGE

- *Cell phones are not allowed to be used during shift.*

SMOKING

- *No smoking allowed inside of employee housing.*
- *No smoking allowed inside any buildings on property.*
- *While on property, smoking is only allowed in one of two designated areas outside. If you would like to know where to smoke, please ask the Director of Human Resources during orientation.*
- *Dispose of cigarette butts properly, not on the ground.*

SCHEDULING

- *The manager of each department will create the schedules. All scheduling questions and concerns will need to be made directly with the department manager.*

COMMUNITY AMENITIES

In Town, Requires Transportation:

Food Market, Shopping Mall, Post Office, Bank, Restaurants, Fitness Center, Internet Cafe, Public Library