

J-1 WORK AND TRAVEL PROGRAM

Exchange Visitor ID number

HOST ENTITY INFORMATION

Host Entity Name: Hotel Alyeska
 Site of Activity Address: 1000 ARLBERG AVE, GIRDWOOD, AK, 99587, United States

JOB INFORMATION

Job Title Restaurant Attendant (Front of House)
Start date - Earliest 10 May 2024 **Latest** 01 June 2024
End date - Earliest 10 August 2024 **Latest** 01 September 2024
Guaranteed salary/wage per hour before deductions 18.00 \$ per hour
Estimated tips N/A
Average hours per week 32
Required Interviews Sponsor Interview

HOUSING INFORMATION

Housing Model Host company provided

EXCHANGE VISITOR SECTION

Exchange Visitor Printed Name	Date of birth
Program Start Date	Program End Date
Signature	Date

Sponsor or agency representative name

I confirm that I have read, understood, and agreed to the conditions outlined in this job offer. I agree to adhere to all Geovisions and Department of State program rules regarding employment and program participation, including the Terms and Conditions which were part of my program application. If I change jobs without receiving prior permission from Geovisions, or if I violate other Geovisions rules or J-1 program regulations, Geovisions may end my program early, and I will be required to return home. I understand that if my program ends due to regulation violations it may have a negative impact on future U.S. visa applications.

Section 1

HOST ENTITY INFORMATION

Entity name	Hotel Alyeska
Description	<p>Tucked amid the Chugach Mountains on Alaska's southcentral coast, Alyeska Resort is the place to discover the wilderness and expansive beauty of the Last Frontier.</p> <p>Located just 40 miles from Anchorage and the Ted Stevens Anchorage International Airport, Alyeska Resort is your base camp for summer and winter excursions. The resort is near three national parks and the Kenai Peninsula, and surrounded by the Chugach Mountains.</p> <p>Alyeska Resort stands out during ski season with close to 669" of average snowfall annually and the longest continuous double black diamond ski run in North America.</p>

	<p>Alyeska Resort is Alaska's premier year-round destination featuring the 300-room Hotel Alyeska. Located just 40 miles from Anchorage and Ted Stevens Anchorage International Airport, Alyeska Resort is your base camp for summer and winter excursions.</p> <p>Plan and book your Alaskan vacations with AlyeskaResort.com, the official site for Alyeska Resort. Learn about the The Hotel Alyeska and ski resort, summer or winter activities, family-friendly ski school programs, and heli-skiing. Reserve Alaska hotel, ski packages, and spa specials, too. Alyeska is also a premier meeting location and perfect for destination weddings. Stay connected and check out Web Cams, Blog, Snow Reports, Weather Conditions and Events Calendar, or sign up for the email newsletter for the latest info.</p>
Web site	www.alyeskaresort.com
Primary contact name	
Title	
Phone 1	
Email	

Section 2

DETAILED JOB INFORMATION

Site of Activity address	1000 ARLBERG AVE, GIRDWOOD, AK, 99587, United States
Job Title	Restaurant Attendant (Front of House)
Special requirements	<p>Although we are excited to offer this desirable job located in a remarkable and natural setting, please note that this role is in a remote location, and accessing a secondary workplace may be challenging due to limited transportation options. Additionally, cell service and Wi-Fi may be intermittent and/or primarily available in certain locations within the housing or work location.</p> <p>Students are encouraged to research the area surrounding the site of activity for additional cultural suggestions.</p>
Position details and description	<p>Hosts and Busser Position: (Supporting Food & Beverage Front of House)</p> <p>The Host and Busser positions are vital components of our Food and Beverage Front of House operations.</p> <p>These roles are responsible for welcoming and seating guests, as well as table maintenance in the dining areas.</p> <p>Hosts ensure guests have a smooth entry into their dining experience, while bussers assist with clearing and resetting tables, contributing to a pleasant dining atmosphere.</p> <p>Other duties may include but are not limited to any combination of the following:</p> <p>Host/Hostess:</p> <ul style="list-style-type: none"> - Monitors the open dining sections of the restaurant for empty and cleaned tables. - Estimates wait times for guests and monitoring the guest waiting list. - Ensures that the needs of the guests are met while they are waiting. - Assists wait staff as needed, taking initial drink orders, moving tables together, etc. - Inspect assigned restrooms and clean as needed.

	<ul style="list-style-type: none"> - Complete additional tasks assigned by restaurant manager or immediate supervisor. <p>Busser:</p> <ul style="list-style-type: none"> - Provides general assistance to servers to ensure customer satisfaction. - Promptly greet guests as they are seated and bring bread, butter and water to table. - Speedily and efficiently delivers food from the kitchen to the correct customers. - Fill water glasses and/or pass on beverage refill orders to servers at table. - Replenish complimentary items such as bread, butter, condiments, etc. - Clear tables after guests. Take tableware to dish room and place silverware, dishes, glassware, etc. in appropriate areas for washing. - Promptly clean table tops, chairs and booths between seating. - Check floor and clean as required. - Reset and arrange tabletop for the next customer. - Inspect assigned restrooms and clean as needed. - Respond appropriately to guest requests. Communicate guest requests to server as needed. - Be available to fill in as needed to ensure the smooth and efficient operation of the restaurant as directed by the restaurant manager or immediate supervisor.
Department	Food and Beverage (Front of House)
Work schedule Shifts may vary; Hours may be reduced depending on business needs, weather, economic situations, your performance, sick time and other circumstances.	<i>Schedule may vary between 6:00 am and 22:00 pm.</i>
Average hours per week	32
Guaranteed salary/wage per hour before deductions Employers must lawfully abide by their state and local minimum wage laws for tipped and non-tipped positions. As minimum wage increases annually, even if it is in the middle of a J-1 Summer Work Travel program, employers must follow their state minimum wage laws and increase pay for any employees who's wages do not meet the new state minimum. Participants should be compensated the higher of federal, state or local minimum wage. If an employee's tips combined with their hourly wage do not meet the minimum wage requirement, the employer must make up the difference.	\$18.00
Is Overtime available	Yes
Overtime wage (if applicable)	Overtime may be offered, but not guaranteed.
Required skills	<p>In addition to a good command of English, this position is physically demanding and requires:</p> <ul style="list-style-type: none"> - Positive, team player. - Friendly and personable attitude. - Ability to receive direction and perform responsibilities in a fast-paced environment. - Standing and constant moving for long periods of time (up to 8 hours per shift).
Required experience	N/A
English level	Good
Supervisor	Food and Beverage Manager

Section 3

POSITION REQUIREMENTS

Grooming	
Grooming standards	Good Hygiene including deodorant, neat hair and groomed facial hair for men
Dress code	- Good Hygiene including Deodorant, Neat Hair and Groomed Facial Hair for men. - Employee to wear comfortable work shoes.
Uniform provided?	Yes
Screening	
Host Entity will require a drug test	No
Host Entity will provide the drug test	N/A
Description of drug screening policy	N/A
Will Exchange Visitors incur a cost for screening	No
Cost to Exchange Visitors (if applicable)	N/A
When is screening fee due	N/A
Payment	
Payment schedule	bi_weekly
Allowances, bonuses, and/or incentives	N/A
Estimated tips	N/A
Description	Work performed by a non-exempt employee in excess of eight hours per day or per shift (does not apply to approved flex plans) or forty hours in one week constitutes overtime and will be compensated at the rate of one and one-half times the employee straight time rate. Your supervisor must authorize all overtime, even fractional parts of an hour, in advance.
Training / Orientation	
Host Entity provides training/orientation	Yes
Description	Paid job specific training will be provided in departments.
Will Exchange Visitors be paid during training/orientation	Yes
Length of training/orientation	1 - 5 Days
Will Exchange Visitors incur a cost for training/orientation	No
Cost to participant	N/A
When is training fee due	N/A

Section 4

HOUSING INFORMATION

If company provided housing or temporary housing is not offered, Exchange Visitors will need to secure housing after they have accepted the job offer.

Does Host Entity provide temporary housing?	No
Duration of temporary housing	N/A
Cost of temporary housing	N/A

Housing Lead 1

Housing model	Host company provided
Gender requirement	Any
Housing type	Dormitory
Housing name	Alyeska Resort Housing
Contact name	
Address	250 Northface Rd, Girdwood, AK, 99587
E-mail	
Phone	
Housing cost	118.0
How often is rent due?	Per week
Is weekly cost/rent payroll deducted?	Yes
Housing deposit	250.0
Is housing deposit payroll deducted?	Yes
Is deposit refundable	Yes
Deposit refund policy	Yes
Can housing be co-ed	Yes
Housing amenities	The rooms come with television, shower curtain, laundry facilities or access to communal Laundry room/some coin operated machines. There are fully equipped kitchens and a table. Completely furnished with towels & linens, may want to purchase or bring an additional blanket television, shower curtain, laundry facilities or access to communal Laundry room/some coin operated machines. Fully equipped kitchen.
Distance between work site and housing	0.2 miles

Transportation details	Yes, free work shuttle or walking distance dependent on housing assignment.
Description	The apartments are fully furnished with wifi, cable, and utilities. The apartments come with towels and linens but you may want to purchase more. The apartments can be mixed gender, rooms are gender specific unless requested otherwise. The rooms come with television, shower curtain, laundry facilities or access to communal Laundry room/some coin operated machines. There are fully equipped kitchens and a table.
Number of beds per room	2
Exchange Visitors per property	4 - 8
Exchange Visitors per room	2
Bathrooms per property	1 - 2
Bedding and towels	Yes
Kitchen facilities	There are fully equipped kitchens and a table.
Included in cost	Completely furnished with towels & linens, may want to purchase or bring an additional blanket, television, shower curtain, laundry facilities or access to communal Laundry room/some coin operated machines. Fully equipped kitchen.
Housing deposit due	Housing deposit is due upon arrival. Deposit may be refunded upon departure if apartment is kept damage free, is cleaned properly, and housing keys are returned.
Housing deposit refundable	Yes
Further information on housing refund policy	Yes
Lease required	Yes
Further information on length of lease	3 to 4 months

Section 5

ARRIVAL INSTRUCTIONS

Geovisions provides Orientation to all Exchange Visitors either in the Exchange Visitors home country or in the United States. If Exchange Visitors attend Orientation in their home country, they will travel directly to the Host Entity upon arrival. If Exchange Visitors attend Orientation in the U.S., they will travel to the Host Entity after Orientation is completed.

Closest port of entry airport	Ted Stevens Anchorage International Airport (ANC)
Nearest airport to site of activity	Ted Stevens Anchorage International Airport (ANC)
Airport/bus/train pickup provided	Yes
General arrival instructions	<p>Arrival Airport:</p> <p>Upon your arrival in the United States, please fly into Ted Stevens Anchorage International Airport (ANC). This is the recommended airport for your arrival.</p> <p>Arrival Notification:</p> <p>To assist us in coordinating your transportation and ensuring a hassle-free arrival, please send your arrival information</p>

	<p>Be sure to provide your full name, arrival date, flight number, and arrival time. We kindly request that you send this information at least two weeks prior to your scheduled arrival.</p> <p>Please add the details of your visa appointment/outcome and flight arrival information in the Participant Portal.</p> <p>Group Transportation:</p> <p>Alyeska Resort will provide group transportation from Ted Stevens Anchorage International Airport (ANC) to your assigned employee housing in Girdwood. Detailed information about the scheduled pick-up times and location will be communicated to you before your departure to the United States.</p> <p>Thank you for choosing Alyeska Resort for your J1 Visa Program experience. We look forward to welcoming you to our team and assisting you in making your transition as smooth as possible. If you have any questions or require further assistance, please do not hesitate to contact us. Safe travels, and we can't wait to meet you!</p>
Should Exchange Visitors contact Host Entity before arrival	Yes
Upon arrival, Exchange Visitors should report	
Phone number	
Preferred arrival days	Monday to Friday
Preferred arrival times	8:00 am - 5:00 pm

Section 6

ADDITIONAL INFORMATION

Social Security Information	
Address of the nearest social security office	188 W Northern Lights Blvd #610, Anchorage, AK 99503, USA
Distance of SSO from SOA	40.2 miles
Will Host Entity provide transportation to the nearest Social Security office	No
Will Host Entity help Exchange Visitors make copies of the necessary documents	Yes
Other Social Security assistance provided	<ul style="list-style-type: none"> - Assistance will be provided as needed - You must wait 5 - 10 days after completing your SEVIS Check In to go to the Social Security Office. - GeoVisions recommends waiting 10 days for optimal success. - Please be sure to bring all your required documents including the printed version of your I-94 and printed version of your DS-2019 (please note more than just these two documents are required to bring). - Please contact support@geovisions.com with any questions.

Section 7

POTENTIAL CULTURAL ACTIVITIES

Alyeska Resort Orientation
Pizza Party
Industry Night
Roundhouse Museum
Movie Night