



Kampgrounds of America Yellowstone Park West Gate - Housekeeping

HOST INFORMATION

Company Description:

West Gate KOA is a great place to work with summer highs in the high 70's. The campground well situated just a few miles from town in a calm campground setting.

Staff will be in a close proximity to nature with the ability to undertake unlimited adventures. This will be a great place for cultural exchange interacting with visitor from all over the world and enjoying the local events such as the Rodeo and Fourth of July in Yellowstone.

Yellowstone features many rare species you might encounter are grizzly and brown bears, wolves, mountain lions, foxes, coyotes, elk, deer, buffalo, moose and several bird species. Most animals can be observed easily by pulling off the road and watching from the vehicle. Buffalo, in particular, are known to cause traffic jams as they use the same roads you do to commute.

Visitors will also discover a ton of adventure in this park. You can camp, hike 900 miles of trails selecting your expected level of intensity, boat, fishing, cycle, and enjoy nature. Visitors also enjoy: Old Faithful one of the most famous of all Yellowstone's attractions, Old Faithful is a massive geyser that erupts reliably every 60 to 110 minutes. It's a cone geyser in the Upper Geyser Basin and easily accessible by road, and park rangers can tell you when the next eruption is. In addition the Grand Canyon of Yellowstone, is river valley that formed creating the most beautiful views.

Host Website: <https://koa.com/campgrounds/yellowstone-park/>

Site of Activity: *Kampgrounds of America Yellowstone Park West Gate*

Parent Account Name: *Kampgrounds of America*

Host Address: *3305 Targhee Pass Highway 6 miles West on, US 20 West Yellowstone , Montana , 59758*

Nearest Major City: *West Yellowstone , Montana , Less than 10 miles away*

PLACEMENT INFORMATION

Job Description:

Clean and style accommodation rooms and public areas efficiently, to brand expectations, with great attention to detail and within time standards.

- Refresh and replenish guest rooms with amenities, supplies, linens, and applicable collateral to ensure all items are available for guest use.*
- Take a proactive approach to prevent guest challenges by inspecting your work, identifying and communicating maintenance concerns, and replacing items when necessary.*
- Complete maintenance requests in a timely manner and in order of priority.*
- Take ownership to resolve guest challenges, working collaboratively with the guest services team and property leadership.*
- Fill out appropriate forms and turn in any items left by guest to the housekeeping supervisor.*

- Ensure adherence to quality standards and health and safety regulations.
- Remove bedding and count linens in the room, then make beds neatly with fresh sheets and pillowcases.
- Wash, dry and fold laundry as required.
- Pick up debris from floors and empty trash in wastebaskets.
- Clean mirrors, shelves, dishes, door frames, and furniture. Dust all surfaces, vacuum and sweep floors, and arrange furniture properly.
- Sanitize kitchen and bathrooms, scrub basins, tubs, toilets, and floors with appropriate chemical solutions in accordance with industry standards and company policy while using protective equipment.
- Sign out and sign in master room keys daily. Never loan out keys to another individual or remove them from the property.
- Conserves energy by closing shades or blinds and turning up air conditioning in unoccupied rooms.
- Report room condition and status to housekeeping supervisor and guest services.
- Retrieve, stock, restock and store the housekeeping cart according to prescribed housekeeping safety and security procedures.
- Maintain cleanliness of all areas

Typical Schedule:

Typical schedule is five days a week 8am-4pm

Drug Test required: No

COMPENSATION

Hourly Wage: \$15.5

Eligible for Tips: Yes

Guest regularly leave tips upon check out.

Estimated weekly wages including tips: \$15.5

Bonus: No

* All figures above are pre-tax

Estimated average number of hours per week: 35

Estimated minimum number of hours per week: 32

Estimated maximum number of hours per week: 40

Potential fluctuation in hours per week:

Fluctuation will be minimal but occurs with occupancy level changing.

Average number of hours per week reached by last year's seasonal employees: 39

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

Benefits are discounts on meals and store purchases.

JOB REQUIREMENTS

English Level required:



Elementary

Required to be 21+: No

Previous Experience required: No

Qualifications & Conditions

Lifting

Lifting requirement: 25lbs/11kgs

Description:

Lifting and carrying both linens / trash to and from rooms.

Standing for entire shift

Handling cleaning chemicals

Job Training required: Yes

Length of job training:

Training will be provided the first week of work and support will be provided as needed.

Hours per week during training period: 1

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Black or khaki shorts/ pants depending on preference. Uniform shirts are provided at no cost.

Need to wear uniform: Yes

Uniform Policy:

Uniform shirt is required along with choice of black or khaki shorts/ pants depending on preference

Cost of uniform: \$0

Uniform laundry: Participant responsibility

Dress Code: Yes

Description:

Black or khaki shorts/ pants depending on preference. Uniform shirts are provided at no cost.

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Company Parties, Holiday Events, Potlucks or Dinners, Shopping Trips, Trips to Nearby/Major Attractions, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Visit the national park

Additional Details about Cultural Offerings:

Yellowstone has annual events like a 4th of July parade and fireworks, a antique car show and a Mountain Man re-enactment of the 1830's fur trappers and explorers. This is a great place to explore with outstanding hiking, photography, camping, white water rafting, fishing, mountain biking, etc.

Local Cultural Offering:

Explore Yellowstone National Park Experience a Fly-Fishing Adventure Visit Yellowstone Zipline Adventure Park Schedule a tour Visit the Grizzly and Wolf discovery center Visit The Wild West Yellowstone Rodeo Enjoy shopping in Down Town Yellowstone

HOUSING AND TRANSPORTATION

Housing Provided: *Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. Required to stay.*

Employer-owned or employer-arranged housing description:

Housing is first come first serve Amenities: TV, refrigerator, bedding/linen provided, microwave, utensils, and electric burner cooking. All park amenities are included: Pool, basket ball, GaGa pit, corn hole, ect

Lease Agreement: *No*

Onsite Amenities:

WiFi: Yes

Description:

Unlimited access throughout the park

Phone Service: Yes

Description:

There is reliable cellular and a land line can be provided upon request

Kitchen facilities: Yes

Description:

We have kitchen access 24 hour a day

Laundry facilities: Yes

Description:

Yes paid laundry is available 24 hours a day

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 1 - 2

Rooming Arrangement Description:

Requests to room with a friend will be honored when possible. Rooms are dorm style and not co-ed.

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: \$46.15

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: No

Transportation to Worksite:

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: Housing is on -site, No commute

ARRIVAL INFORMATION

Arrival Instructions:

Travel from Salt Lake City, Utah to West Yellowstone, Montana via Salt Lake Express (reservations required).

<http://www.saltlakeexpress.com/> *There are 2 shuttles per day from Salt Lake City to Yellowstone, you may need to stay overnight in Salt Lake. Please email me at fstott@koa.net with flight itinerary and the Salt Lake Express itinerary. Salt Lake Express will deliver you directly to the Yellowstone Park KOA in West Yellowstone, Montana at the address of 3305 Targhee Pass Highway. *You do need to ask the bus driver to stop at the Yellowstone Park KOA otherwise they will continue on to the bus terminal. *DO NOT FLY TO BOZEMAN. It is closer than Salt Lake but there is no shuttle service to West Yellowstone. There are direct flights from Salt Lake City to West Yellowstone via Delta Airlines and United Airlines. We can meet you at the West Yellowstone Airport and then drive 10 minutes to KOA. I am Fred Stott the General Manager and my phone is always with me and it is 408-310-8556*

Suggested Arrival Airport:

Salt Lake City Utah, SLC, Over 50 miles

Yellowstone Regional Airport, WYS, Less than 10 miles

Estimated cost of transportation to worksite from suggested airports: \$75 to \$100

If arriving after regular hours:

Suggested After-Hours Accommodation:

Royal Inn Hotel

223 Jimmy Doolittle

salt lake city, Utah 84116

801-773-7432

\$75 to \$100

Comfort Inn & Suites
202 Jimmy Doo Little rd
Salt Lake City, Utah 84116
<https://www.choicehotels.com/utah/salt-lake-city/comfort-inn-hotels/ut>
801-783-3165
\$75 to \$100

TRAINING AND ONBOARDING

Pre-Arrival Onboarding: No

Social Security Number:

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

Details about how to apply for Social Security Number:

Employees will need to have ID and the work authorization paperwork. We will provide transportation to the social security office in Bozeman to get social security cards issued.

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

Other:

Wage Payment Schedule:

Pay will be bi-weekly and can be set up as direct deposit at the local bank or can be sent to a paycard.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

Employees are expected to practice good hygiene in accordance with the local health department. Uniform shirts are provided, employees will need to bring black or kaki pants and comfortable shoes.

Second Job Availability: No, unlikely

Applicable Company Policies:

Employees are expect to follow the campground rules. Housing is included and should stay in good condition with any maintenance issues reported to a supervisor. Schedules will be provided in advance with the expectation that they will be followed. Cell phones should be used on breaks and the park WIFI will ensure a good connection. There is no smoking while in the presence of guests.

COMMUNITY AMENITIES

Walking Distance from Worksite:

Restaurants

In Town, Requires Transportation:

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