



J-1 WORK AND TRAVEL PROGRAM

JOB OFFER AGREEMENT FORM

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 Room Attendant

Start date - Earliest 01 January 2021 **Latest** 15 January 2021

End date - Earliest 15 March 2021 **Latest** 01 April 2021

Guaranteed salary/wage per hour before deductions 11.00 \$ per hour

Estimated tips N/A

Average hours per week 32

Required Interviews Sponsor Interview, Host 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
Entity HQ address	1000 ARLBERG AVE, GIRWOOD, AK, 99587, United States
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	James Geist
Title	Human Resources/People and Culture
Department	Human Resources/People and Culture
Phone 1	907-754-2137
Phone 2	907-754-2135
Fax	Not Applicable
Email	jgeist@alyeskaresort.com

Section 2

DETAILED JOB INFORMATION

Site of Activity address	1000 ARLBERG AVE, GIRDWOOD, AK, 99587, United States
Job Title	Room Attendant
Special requirements	None
Position details and description	As a Room Attendant Steward your primary responsibilities are as follows: cleaning guest rooms, bathrooms, and common areas. General cleaning and additional responsibilities may be assigned by supervisor as necessary.
Department	Hotel
Work schedule Shifts may vary; Hours may be reduced depending on business needs, weather, economic situations, your performance, sick time and other circumstances.	<i>Please note that students may not work in positions requiring work hours that fall predominantly between the hours of 10:00 p.m. and 6:00 a.m.</i> <i>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.</i>
Average hours per week	32
Guaranteed salary/wage per hour before deductions Employers of 'tipped employees' will need to pay a cash wage of at least \$2.13/hour if they claim a tip credit against their minimum wage obligation. If an employee's tips combined with the employer's cash wage of at least \$2.13/hour do not equal the minimum hourly wage, the employer must make up the difference.	\$11.00
Is Overtime available	Yes
Overtime wage (if applicable)	Your supervisor must authorize all overtime, even fractional parts of an hour, in advance.
Required skills	Ability to follow directions and be courteous to guests.
Required experience	None
English level	Excellent
Supervisor	Rooms Division 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
Cost to Exchange Visitor	0.0
When is uniform fee due	0.0
Screening	
Host Entity will require a drug test	None
Host Entity will provide the drug test	None
Description of drug screening policy	None
Will Exchange Visitors incur a cost for screening	No
Cost to Exchange Visitors (if applicable)	0.0
When is screening fee due	0.0
Payment	
Payment schedule	bi_weekly
Allowances, bonuses, and/or incentives	There is not a Winter bonus.
Estimated tips	N/A
Description	None
Training / Orientation	
Host Entity provides training/orientation	Training will be provided.
Description	Learning your primary responsibilities: cleaning guest rooms, bathrooms, and common areas. General cleaning and additional responsibilities may be assigned by supervisor as necessary.
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	None
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<	Not Applicable
Cost of temporary housing	0.0

Housing Lead 1

Housing model	Participant arranged
Gender requirement	Any
Housing type	Hotel
Housing name	Alyeska Resort
Contact name	Sam Littleton
Address	240/250/260 North Face Road , Girdwood, , AK, 99587
E-mail	slittleton@alyeskaresort.com
Phone	Not Applicable
Web Address	Not Applicable
Cost per participant	126.0
Rent periodicity	Per week
Is weekly cost/rent payroll deducted?	Yes
Housing deposit	250.0
Is housing deposit payroll deducted?	Yes
Housing fees - additional comments	Not Applicable
Is deposit refundable	Yes
Deposit refund policy	1
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	Walking distance; There is transportation in the town of Girdwood as well as limited transportation to and from Anchorage that is sometimes provided by the staff of Alyeska. The housing is located close to the primary site of activity.
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.
Exchange Visitors per property	40
Exchange Visitors per room	2
Bathrooms per property	1
Bedding and towels	Yes
Cost of bedding and towels	0.0
Bedding and towel payment due	Not Applicable
Kitchen facilities	There are fully equipped kitchens and a table.
Additional items must bring	Not Applicable
Additional comments	Not Applicable
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.
Additional items included in cost	Not Applicable
Administration fee	0.0
Administration feed due	0.0
Housing deposit 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
Fees additional comments	Not Applicable

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 International Airport
Nearest airport to site of activity	Ted Stevens International Airport
Airport/bus/train pickup provided	No
General arrival instructions	When you arrive at Ted Stevens International Airport, take a taxi/bus to your employer's address: 1000 Arlberg Ave, Girdwood, Ak 99587. Transportation methods: Taxi: \$110 - \$140; 53 minutes; Bus: \$20.61; 1 hour and 50 minutes. The bus leaves from Anchorage to Girdwood every day at 2:00PM. You will arrive at 3:00PM. Please call or email Glacier Valley Transit if you have more questions here: +1-907-382-9908 or info@glaciervalleytransit.com. Please email hr@alyseskaresort.com when you arrive in Anchorage. Please complete your arrival check in for GeoVisions through your participant portal.
Arrival pick-up cost	200.0
Should Exchange Visitors contact Host Entity before arrival	Yes
Upon arrival, Exchange Visitors should report	Human Resources/People and Culture Office
Phone number	907-754-2137
Preferred arrival days	Monday thru Friday
Preferred arrival times	8:00am - 5:00pm

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	Not Applicable

Section 7

POTENTIAL CULTURAL ACTIVITIES

Alyeska Resort Orientation
Pizza Party
Industry Night
Roundhouse Museum
Movie Night