



Skagway Brewing Co - Dishwasher / Kitchen Assistant

HOST INFORMATION

Company Description:

Join the Skagway Brewing Company Team + Experience the Best of Alaska

Work Perks:

- *Bonus: Earn \$1 extra for every hour worked throughout the season*
- *Bonus Criteria: Based on work quality, attitude, teamwork, + staying until your scheduled end date*
- *Food + Retail Discounts: Enjoy 50% off at Brew Co + 25% off at Salty Siren (sister company)*

About Us:

- *Work Hard, Play Hard: We embrace the Alaskan way of life, balancing hard work with great times.*
- *Sustainable Practices: We're committed to sustainability, using aeroponics, bio-diesel, locally sourced ingredients. Our eco-friendly approach extends from our kitchen to our brewery, making every experience with us meaningful + responsible.*
- *Local Flavors: We pride ourselves on using locally caught Salmon and Halibut, and every menu item is crafted with care + attention.*
- *Community Spirit: As one of Alaska's largest brewpubs, we're a hub for locals + tourists alike, continuing the proud tradition of the Gold Rush Days of '98.*

Skagway is a small remote community that lies in a breathtaking blend of rugged mountains, lush forests, and historic charm, all set against the backdrop of the stunningly pristine Southeast Alaskan wilderness, and is the final stop at the end of the Lynn Canal. Summer is mild and days typically range from the mid-50s to the low 70s Fahrenheit, complemented by extended daylight hours.

Be a part of our story, where your work is valued, and every day brings new opportunities to contribute to a unique Alaskan experience.

Host Website: <http://www.skagwaybrewing.com>

Site of Activity: Skagway Brewing Co

Parent Account Name: Skagway Brewing Company

Host Address: 204 4th Ave. Skagway, Alaska, 99840

Nearest Major City: Juneau, Alaska, Over 50 miles away

PLACEMENT INFORMATION

Job Description:

The Dishwasher/Kitchen Assistant position is a very physical, wet, and fast-paced work environment. You will be working directly with both Front-of-House and Back-of-House staff and often in view of the public so being able to maintain a positive attitude even in stressful situations is important. Will be on your feet for your entire shift. Must be able to lift heavy items, bend, stoop, reach items on high shelves, travel up and down stairs multiple times a shift, and stand for eight hours. Must follow directions and read safety instructions and report any concerns immediately.

Dishwasher duties include: sorting, stacking and rinsing dirty dishes, pots, pans, utensils, etc, operating the dishwasher, running the clean cycle, and unloading it, stacking, drying and returning clean items to the appropriate location, taking out trash and compost and breaking down cardboard boxes. Must maintain a sanitary and organized work space, in addition to other areas of the kitchen or restaurant, follow safety guidelines and use caution in proper lifting techniques, handling knives and operating machinery.

Kitchen Assistant duties may be infrequent and depends on busyness and needs of restaurant. Some specific responsibilities may include: assisting with minor food prep items in the kitchen including lining food baskets with paper and portioning and dating various food items, with flexibility to fulfill other duties as requested by management, maintain proper food handling, safety and sanitation procedures, accurately follow procedures to create consistent and quality food, evaluate finished products for accuracy and consistency, follow safety guidelines and use caution in proper lifting techniques, handling knives and operating machinery.

Typical Schedule:

5-6 days/wk, avg 6-8 hrs/day (36-40 hrs/wk). May work a split shift occasionally (ex: 11-3pm, then 5-8pm). End times are not put on schedule as they vary based on business volume.

Drug Test required: No

COMPENSATION

Hourly Wage: \$18

Eligible for Tips: Yes

~\$1/hour tip average (all back of house tip outs are put into a weekly pool; tip out percentage is based on hours worked and quality of work)

Estimated weekly wages including tips: \$722

Bonus: Yes

\$1/hour bonus per hour worked through the season based on quality of work performance, attitude, team player, and staying until your scheduled end date. Will be paid on your last check.

** All figures above are pre-tax*

Estimated average number of hours per week: 38

Estimated minimum number of hours per week: 35

Estimated maximum number of hours per week: 40

Potential fluctuation in hours per week:

Staffing needs fluctuate based on the number of cruise ship passengers in town, the weather, business volume and employee sicknesses or request offs.

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

Overtime Policy:

Yes, paid after 8 hours

Job-Specific Benefits:

50% off food and retail at Skagway Brewing 25% off food and retail at Salty Siren (sister company)

JOB REQUIREMENTS

English Level required:



Intermediate

Required to be 21+: No

Previous Experience required: No

Qualifications & Conditions

Lifting

Lifting requirement: 25lbs/11kgs

Description:

Must be able to lift heavy items (full trash can, boxes of food, bus tubs of dirty dishes), bend, stoop, and reach items on high shelves.

Standing for entire shift

Handling cleaning chemicals

Other qualifications or conditions

Description:

Must be 20 years or older. Intermediate English and language skills. Friendly, happy disposition. Ability to move quickly and efficiently. Must obtain Alaska Food Handlers Certification upon arrival. Previous restaurant experience preferred. Must be an honest, energetic, motivated, and dependable team player who can work hard and have fun in a fast-paced environment while maintaining a positive attitude. Leadership qualities are a plus.

Job Training required: Yes

Length of job training:

All training happens on the job by shadowing and working alongside training co-worker

Hours per week during training period: 32

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Alaska Food Handlers Certification Must know how to operate the dish machine Must know proper detergents and chemicals Must know where clean items are stored Training for job specifics happens by shadowing and working side by side another coworker and the Sous Chef who is on Expo. We also have required short video trainings regarding anti-discrimination, sexual harassment, drug awareness, work place safety, etc.

Need to wear uniform: Yes

Uniform Policy:

You will be given 2 Skagway Brewing t-shirts and a hat, but if you wish to purchase anything beyond that you do receive a 50% discount. A Skagway Brewing shirt is to be worn at all times. Comfortable close-toed and -heeled shoes a must (non-slip preferred). Pants, shorts are all acceptable.

Cost of uniform: \$0

Uniform laundry: Participant responsibility

Dress Code: Yes

Description:

Shoes must be closed-heeled and -toed, non-slip preferred. Skagway Brewing Co. hat, hair net (or other approved head ware), must be worn at all times. If hair is long enough to be pulled back, it must be pulled back. Facial hair must be kept under control: groomed, trimmed to an acceptable length, or a beard net. If you're unsure about what constitutes an acceptable beard length, please consult your direct manager.

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Company Parties, Holiday Events, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Company Softball League

Additional Details about Cultural Offerings:

Our company hosts a couple staff appreciation nights where we shut down both companies in the evening so everyone can get together for food/drinks/games for a chance to get to know one another and have fun outside of a work shift. Other tour companies may offer us discounted tour rates to our staff.

Local Cultural Offering:

We encourage staff to participate in as many Skagway events as possible... Karaoke, Trivia, Art Shows, Community Clean-up, Maker's Markets, Outdoor Events/Music for Pride, Summer Solstice, Independence Day Street Party, Marathons, North Words Symposium with Tlingit theme/author workshops, Disc Golf.

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 provide some of the nicest housing in the State of Alaska with fully furnished subsidized housing for its employees. Housing is assigned - you may give us your first/second preference and we'll do our best to accommodate it but cannot guarantee you will get your first housing preference. All housing has shared common spaces, such as living room and kitchen, and occasionally bathrooms. All units are within easy walking distance to the restaurants. We encourage employees to room-share (2 per room) in the spacious rooms at Sgt. Preston's (see below for a description). As an incentive, each of you would only pay ¼, (25%), of the rent prices listed below!! A \$500 refundable deposit is due upon arrival (\$250 each if sharing a room). If you cannot come up with the your deposit upon arrival, just let us know and we can take it out of your paychecks. Rent will be deducted from bi-weekly paychecks. Housing does NOT include internet or cable. All units are set up to get internet/satellite TV if you want to set it up at your own expense. NO PETS ALLOWED. SBC Does not allow pets of any kind in our

housing, ever. Our housing is shared and turns over frequently and we have concerns about the effects of pet dander in our units negatively impacting those employees with allergies to animals. NO PARTIES. Respect your neighbors. Quiet time is 10pm-8am All housing is fully furnished except for towels. This means most everything else, down to a pizza cutter. So, please bring your own towel, or you can purchase one at the Skagway Hardware Store when you arrive. HOUSING OPTIONS: Quadplex (10th Ave/State St) o 4 bedroom/4 bathroom apartments; shared communal kitchen. Full-time employee: \$130/week, utilities included Sgt Preston's Lodge (6th Ave/State St) o Super Economy (small) hotel room with private bathroom; possible mini fridge & microwave not guaranteed; shared communal kitchen. Full-time employee: \$100/week, utilities included o Economy (small) hotel room with private bathroom, mini fridge & microwave in room; shared communal kitchen. Full-time employee: \$115/week, utilities included o Standard (spacious) hotel room with private bathroom, mini fridge & microwave in room; shared communal kitchen. Full-time employee: \$140/week, utilities included; if choose to room-share: \$35/week!! Log Cabin (7th Ave/Alaska St) o 3 bedroom/1 bathroom older/dated log cabin style house. Full-time employee: \$115/week, utilities included

Lease Agreement: Yes

Onsite Amenities:

WiFi: Yes

Description:

At Sgt. Preston's Lodge, WiFi is available for a fee to a 3rd party provider. At the Quadplex building, it is up to each employee to contact the internet service provider to get internet set up.

Phone Service: Yes

Description:

Cellular service is available throughout the town. If an employee doesn't have a cell phone, they can use the General Manager's or the company's office phone for calls.

Kitchen facilities: Yes

Description:

There are large communal kitchens available in all housing situations.

Laundry facilities: Yes

Description:

We have two laundromats for employees to use at rates that are lower than outside laundry facilities. Employees at Sgt. Preston's will have to walk 2 blocks to reach one of the laundry facilities.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 1 - 2

Rooming Arrangement Description:

We encourage employees to request friends as roommates. Room-sharing is not co-ed unless requested and agreed upon by both parties. Quadplex apartments are also generally gender specific, but *may* be co-ed as each employee has their own bedroom which has its own attached bathroom for privacy.

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: \$140

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$250

Description:

The amount is only \$250 if you share a room, but \$500 if you choose a private room. The deposit can be dropped off to the General Manager via cash, or taken directly out of paychecks if unable to pay in advance.

Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

The room must be left in the same condition that it was found. The housing manager provides a detailed cleaning list and will do a walk-through pre and post occupancy.

Details About Deposit Refund:

The deposit will be refunded via direct deposit paycheck.

Transportation to Worksite:

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: Flat, paved roads within 1/2 mile of the restaurants.

Other

Estimated commute time: Under 15 minutes

Estimated cost: \$5

Total: Yes Per Day: No

Description: There is a local cab company, but walking would still likely be faster.

ARRIVAL INFORMATION

Arrival Instructions:

Arrival Process in Alaska:

Primary Airport: Participants should fly into Juneau Airport (JNU).

Transport Options to Skagway:

- *Flight: Alaska Seaplanes offers several daily flights from Juneau to Skagway, cost ranges from \$184-249 one-way; flight time ~45 minutes. NOTE: This is a small commuter plane, not a commercial jet.*
- *Ferry: The Alaska Marine Highways ferry departs early morning from Juneau Auke Bay Ferry Terminal, estimated cost is \$64 one-way and taking approximately 6 hours. Nearby hotels, Travelodge, and Super 8 provide free shuttle services from the Juneau Airport and Ferry Terminal. NOTE: The ferry is the most reliable option (based on weather) but does not offer daily service.*

Social Security Office Visit in Juneau upon arrival:

Travel Planning: Participants will have adequate time allocated for their visit to the Social Security Office in Juneau, as there is no office in Skagway. **PARTICIPANTS SHOULD SET UP THEIR APPOINTMENT BEFORE ARRIVING IN JUNEAU!**

Office Hours: The Social Security Office address is 709 W 9th St #231, Juneau, AK 99801. It operates from 11:30 AM to 4:00 PM, Monday through Friday.

Getting to Social Security Office: A taxi from the Airport will take approx 15 minutes and will charge approx. \$24-\$30. Bus option #4 from Glacier Highway & Jordan Avenue to Juneau Downtown Historic District is approx. \$2 takes 30 minutes and runs every 30 minutes during the day.

Overnight Stay in Juneau: Depending on your arrival time in Juneau, some participants may need to stay overnight in Juneau before heading to Skagway, allowing time for the Social Security Office visit. Room rates vary by month and are generally between \$150 and \$250 per night."

Airport or Ferry Terminal Arrival and Local Transportation: A company representative will meet new hires at the Skagway ferry terminal or airport and provide free transportation to their housing.

Participants should coordinate their travel schedules according to the Social Security Office hours and transportation options available.

Website Links and Additional Information: For further details on flight and ferry services, participants can visit these websites:

<https://www.flyalaskaseaplanes.com/>

<https://dot.alaska.gov/amhs/>

<https://www.wyndhamhotels.com/travelodge/juneau-alaska/travelodge-hotel-juneau/overview>

<https://www.wyndhamhotels.com/super-8/juneau-alaska/super-8-juneau/overview>

Suggested Arrival Airport:

Juneau International Airport, JNU, Over 50 miles

Estimated cost of transportation to worksite from suggested airports: \$50 to \$75

If arriving after regular hours:

Suggested After-Hours Accommodation:

Travelodge by Wyndham

9200 Glacier Highway

Juneau, Alaska 99801

<https://www.wyndhamhotels.com/travelodge/juneau-alaska/travelodge-hotel-juneau/overview>

More than \$200

Super 8

2295 Trout Street

Juneau, Alaska 99801

<https://www.wyndhamhotels.com/super-8/juneau-alaska/super-8-juneau/overview>

907-789-4858

More than \$200

TRAINING AND ONBOARDING

Pre-Arrival Onboarding: Yes

Participants will be required to log into an online portal R365 which can be done via an app on a mobile phone. These steps will be laid out clearly. Communication may also continue via email and/or text via phone or WhatsApp, which is the intercompany messaging platform we use.

Social Security Number:

Require participants to apply for SSN before arrival at worksite: Yes

Details about how to apply for Social Security Number:

Getting to Social Security Office: The Social Security Office address is 709 W 9th St #231, Juneau, AK 99801. A taxi from Juneau International Airport will take approx. 15 minutes and will charge approx. \$24-\$30. Bus option #4 from Glacier Highway & Jordan Avenue to Juneau Downtown Historic District is approx. \$2 takes 30 minutes and runs every 30 minutes during the day. Office Hours: 11:30 AM to 4:00 PM, Monday through Friday. Participants should plan their travel to Juneau and on to Skagway with a pre-arranged appointment at the SS Office.

Nearest SSA Office: Juneau , Alaska , Over 50 miles

Other:

Wage Payment Schedule:

Bi-weekly paychecks, paid via direct deposit to a banking institution.

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

Maintain a clean appearance: be washed, groomed, sober, with hair pulled back, brushed teeth, and controlled body odor (minimal fragrances). Wash hands often, especially after restroom use, touching face/hair/phone, or handling money/trash/dishes. Wear Brew Co shirt, maintain hole-free and clean pants/shorts/skirts, wear closed-toe shoes (non-slip preferred), and Skagway Brewing Co. hats only. Hair must be pulled back if longer than shoulder length. Keep facial hair groomed.

Second Job Availability: Yes, likely

Applicable Company Policies:

Our restaurant is one of the busiest in the state of Alaska. It is a very, very fast-paced and high-volume environment.

- *Cell phones are not allowed to be used while clocked in.*
- *Smoking or vaping is not allowed in any of our buildings, including housing.*
- *Non-slip shoes are recommended, but not required.*
- *Schedule will generally be posted 5 days in advance.*
 - *Due to the nature of restaurant operations, there is generally not a specified end time to a scheduled shift as it is based on the volume of business.*
 - *A schedule may vary between 5-6 days a week, depending on the average number of hours a shift is.*

COMMUNITY AMENITIES

Walking Distance from Worksite:

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

Walking Distance from Housing:

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

Unavailable:

Shopping Mall