



# Greenheart

## Work and Travel Program - Employer Information W&T-Summer 2023

Exit Glacier Lodge and Salmon Bake, Seward, AK  
February 27, 2023

### Employer Information

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**Company Name:** Exit Glacier Lodge and Salmon Bake

**Industry Name:** Hotel/Motel/Hostel/Bed and Breakfast

**# of Employees:** 25

**Primary Address:** 31832 Herman Leirer Road  
PO Box 3151  
Seward, AK 99664

**Site of Activity:** Exit Glacier Lodge & Salmon Bake  
31832 Herman Leirer Road  
Seward, AK 99664

**Website:** <https://www.sewardalaskalodging.com/>

**Phone Number:** 907-362-1928

**Fax Number:** Not Applicable

**Email Address:** [sewardlogistics@hotmail.com](mailto:sewardlogistics@hotmail.com)

**Contact Name:** Vince Benjamin

**Contact Title:** Owner

**Alternate Contact:** Todd Fritz

**Alternate Title:** Manager

**Alternate Phone:** 1-319-588-9527

**Hiring Manager Email:** [sewardlogistics@hotmail.com](mailto:sewardlogistics@hotmail.com)

**Participant**

**Supervisor Email:** [sewardlogistics@hotmail.com](mailto:sewardlogistics@hotmail.com)

**FEIN:** 27-3521603

**Workers  
Comp**

**Policy #:** 50-WCV1009015-09

**Carrier:** Umailik

## Available Jobs

#Students:

8

**Hours** Average hours/week: 38-50

Average number of 5-6  
days/week:

**Overtime** Overtime available: Sometimes

Overtime hourly rate: 1.5 hourly rate

**Meals** Are Meals Provided?: Yes

*Details:* A free shift meal is provided to all staff when working. Employee discount is applicable on days off

**English** Level requirement: Good

In what month(s) can participants expect to receive the most hours? June, July, August

In what month(s) can participants expect to receive the least hours? May, September

**Please Explain:** The season is busiest from Memorial Day to Labor Day. Participants may expect full hours for all the weeks of their DS-2019.

**How often do you pay employees?**

Twice a month

**Is job training required?**

☒ Yes ☐ No

If yes, how long is it?

3 days

**Are participants paid for training?**

☒ Yes ☐ No

**Are you willing to hire couples?**

☒ Yes ☐ No

**Are you willing to hire groups of friends?**

☒ Yes ☐ No

If yes, how many are allowed in the group?

3-4

**Can participants work a second job?**

☒ Yes ☐ No

**Do participants complete an additional application form upon arrival?**

☐ Yes ☒ No

This position will provide you the opportunity to interact with American co-workers, customers, or members of your local community. Remember, it's up to you to make the most of your program!

Exit Glacier Lodge and Salmon Bake, Seward, AK  
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**Job Type:** Server

**Job Description:**

Language Level required for this position: Great  
Longevity Bonus and raises available.

As a server, participants will be taking customers' orders, serving food and beverages, preparing itemized checks, and sometimes accepting payment. Servers may perform additional duties, which may include escorting guests to tables, serving customers seated at counters, setting up and clearing tables, and operating a computer based system for making orders and processing payment.

Servers (also known as wait staff) must be professional, polite, and reliable. They must speak excellent English to be able to understand and converse with the customers and they must be able to learn and describe food proficiently. Wait Staff also need to be familiar with the menu, with how the food is prepared, what it tastes like and if special requests are allowed. They need to be informed about specials and special events.

Participants must be able to work for long periods of time on their feet in various weather conditions. Participants must be willing and able to work with alcohol and pork products. Participants should have a basic working knowledge of U.S. currency and the ability to use a cash register.

Participants will be using cleaning chemicals for sanitizing surfaces and moping floors.

Please Note: Smoking is NOT allowed anywhere in or near the restaurants. Employees may be terminated for violating this rule.

**Internal Job Type:** Wait Staff

**No Students being hired:** 2

**Wage:** 11.00 + Tips/per hour

**Age requirement:** Must Be 21

**Details:** Employer provides 2 free work shirts. Slip resistant shoes are required. Jeans or other non-frayed, non-torn pants are allowed. Shorts are not allowed for safety reasons.

Longevity Bonus for remaining for the entire work agreement and raises for excellent work after first month are available. Participants must remain for their entire DS 2019 to qualify. Details given at onboarding.

**Dress Code:** Casual

**Requirements:**

*Non-smoker:*

*Ski:*

*Swimmer:*

*Lifeguard Certified:*

*CPR Certified:*

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**Job Type:** Housekeeper

**Job Description:**

Language Level required for this position: Good  
Longevity Bonus and raises available.

PLEASE NOTE: This hotel maintains a non-smoking environment. Participants are NOT allowed to smoke at work.

Please Note: Employees may be terminated for violating this rule.

**Summary:**

In the housekeeper role, participants are responsible for cleaning (washing, dusting and vacuuming, tidying) guest rooms and property common areas. Guest rooms are typical one bedroom hotel rooms. Job duties include picking up after a guest, preparing fresh linens, making beds, dusting furniture and fixtures, washing floors, vacuuming carpeted areas, emptying trash cans, cleaning windows (usually less frequently), cleaning the bathroom and toilet, keeping the guest rooms stocked with accessories, and keeping the bathrooms stocked with supplies. Laundry duties may account for approximately 10% of a participant's daily work. Housekeepers must also be knowledgeable about the hotel and be able to answer guest questions. Housekeepers will be using cleaning chemicals for sanitizing surfaces and mopping floors.

**Internal Job Type:** Resort Housekeeping

**No Students being hired:** 3

**Wage:** 12.00/per hour

**Age requirement:** None

**Details:** Employer provides 2 free work shirts. Slip resistant shoes are required. Jeans or other non-frayed, non-torn pants are allowed. Shorts are not allowed for safety reasons.

Longevity Bonus for remaining for the entire work agreement and raises for excellent work after first month are available. Participants must remain for their entire DS 2019 to qualify. Details given at onboarding.

**Dress Code:** Casual

**Requirements:**

*Non-smoker:*

*Ski:*

*Swimmer:*

*Lifeguard Certified:*

*CPR Certified:*

Exit Glacier Lodge and Salmon Bake, Seward, AK  
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**Job Type:** Host/Hostess

**Job Description:**

Language Level required for this position: Excellent  
Longevity Bonus and raises available.

PLEASE NOTE: This restaurant maintains a non-smoking environment. Participants are NOT allowed to smoke at work.

Please Note: Employees may be terminated for violating this rule.

As a restaurant host or hostess, participants will be greeting guests arriving at the restaurant, welcoming and seating them.

The responsibilities of the host include monitoring the open dining sections of the restaurant for empty and cleaned tables, estimating wait times for guests, monitoring the guest waiting list, and ensuring that the needs of the guests are met while they are waiting. The host is often responsible for answering the telephone, and moving tables together to accommodate large parties.

Participants may be using cleaning chemicals for sanitizing surfaces.  
Participants must be able to work for long periods of time on their feet in various weather conditions. Participants will be Participants must be willing and able to work with alcohol and pork products.

**Internal Job Type:** Hostess/Host

**No Students being hired:** 3

**Wage:** 14.00 /per hour

**Age requirement:** None

**Details:** Employer provides 2 free work shirts. Slip resistant shoes are required. Jeans or other non-frayed, non-torn pants are allowed. Shorts are not allowed for safety reasons.

Longevity Bonus for remaining for the entire work agreement and raises for excellent work after first month are available. Participants must remain for their entire DS 2019 to qualify. Details given at onboarding.

**Dress Code:** Casual

**Requirements:**

*Non-smoker:*

*Ski:*

*Swimmer:*

*Lifeguard Certified:*

*CPR Certified:*

**Job Benefits (bonuses, incentives):**

Hourly wage depends on position and experience. All positions are eligible for:  
\*Longevity Bonus for remaining with the company for the entire work agreement (Subject to completion of DS-2019) and  
\*Raise for excellent work after first month  
Details given at onboarding.

**Is there a Social Security Admin office nearby:** Yes

**Are you willing to take student to the SSA office?** Yes

**SSA Office details:** The Social Security office is in Anchorage. The manager/employer will arrange a trip to Social Security Office. Make sure to carefully review all Social Security Account guidelines.

Social Security Office Information  
Address: ROOM A11  
222 W 8TH AVE  
ANCHORAGE, AK 99513  
Phone: 1-866-772-3081  
TTY: 1-907-271-4799  
Fax: 1-833-950-2930  
Hours:  
Monday 9:00 AM - 4:00 PM  
Tuesday 9:00 AM - 4:00 PM  
Wednesday 9:00 AM - 4:00 PM  
Thursday 9:00 AM - 4:00 PM  
Friday 9:00 AM - 4:00 PM  
Saturday Closed  
Sunday Closed

## Participant Requirements

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**What are the 3 most important qualities you look for in an employee:**

Hard working, enjoy working with other people, trustworthy

**Please list any special instructions or hiring restrictions by your company (if any):**

Participants should be neat and clean with good hygiene when coming to work.  
Profane tattoos should be covered when working with the public.  
Participants should be a good representative of their home country.

Please Note: Friends and couples are welcome to apply, however, they should not expect to be assigned the same shift or be granted the same days off.

**Are you interested in being a Greenheart Employer?**



Yes



No

*This business has elected to be a member of Greenheart Club. We encourage all participants placed here to join the Greenheart Club, as well. This can be done via the Greenheart application system. You may be expected to participate in an environmental initiative or event, while employed by this business. Don't worry, it will be fun!*

[Login](#)

## Housing Options

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*This employer provides housing*

**Sex:**

**Is the participant required to sign a separate housing contract?**



Yes



No

**Is housing provided for the students?** Yes

**Greenheart Exchange**

What type of housing is available?



Dormitory



Shared Apartments



Other

Brief description of housing:

Participants are provided free shared living housing. Regular free rides will be scheduled for grocery, shopping and recreation.

Each participant will have own room with their own bed. (Unless they request a to share with a friend, a bunkbed room is available.) This housing is shared by another business, so participants will interact with American and international housemates.

Participants will be sharing bathrooms, no more than 6 per bathroom. Facilities are fully furnished with two full kitchens, 3 refrigerators and shared sitting room.

Free laundry facilities are onsite, WIFI provided. Local calls only on house phone.

No co-ed housing available.

\*\*Housing is only available 2 days prior to the agreed upon start date. Participants must move out within 2 days of their end date. "

Address: 31832 Herman Leirer Road

City, State, Zip: Seward, Alaska, AK 99664

Please check amenities/services provided with the housing, if applicable include additional costs:



Linens



Telephone



Furniture



Cooking



Kitchenware



Microwave



AC / Heat



Bed



Air Mattress



Computer



Internet



WiFi



Private Bathroom

Rent of this housing (per participant)?

0.00

per day

Are housing costs automatically deducted from participants' paychecks?



Yes



No

Are utilities included?



Yes



No

Approx. cost of utilities (per participant)?

Is a housing deposit required upon arrival?

Yes (upon arrival)

Housing is Free.

A Housing Deposit of \$200.00 Housing Deposit deducted in 2 equal amounts from first and second paychecks.

Deposit is fully refunded if housing is left in the condition it was given.

An inspection is to be scheduled before departure.

Deposit may be forfeited if participants leave without the notice listed in the Housing Contract. Participants are required to vacate the housing within 72 hours of employment termination or ending employment early (quitting).

How will the deposit be refunded to the participant (final paycheck, etc.)?

Final Paycheck-non taxable item

*Transportation To and From Work*

How far is this housing from the job site?

Onsite

How will the student get to and from work?

Housing is on site

What is the approximate ONE WAY travel time to work?

1 minute

What is the approximate ONE WAY travel cost to work?

0.00

## PARTICIPANT TRAVEL TO BUSINESS

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Participant should contact you:    Upon boarding: ☐    Upon arrival: ☒  
Employer's Emergency phone number: 1-907-362-1928    Vince's Cell

☒ **PLANE** (Participants should book tickets directly through an airline or travel agent.)

Arrival to (city, airport):    Ted Stevens Anchorage International Airport (ANC)

Preferred Arrival Time:    No Preference

Will participant be picked up from the airport?    ☐ Yes    ☒ No

If so, by who?

How far from the airport is your place of business?    120    miles

### Special instructions/comments regarding participant's arrival:

This business location is in a different town than the airport.

When participants arrive into Anchorage (ANC), they should either proceed to baggage claim where they can catch a bus to Seward. It is advised participants schedule this transportation as soon as flight is booked. There are 2 transit options which will pick up at airport running multiple times in the summer:

Seward Bus Line: <https://www.sewardbuslines.net/summer.html>

Alaska Tour and Travel Park Connections: <https://www.alaskatravel.com/park-connection-bus/rates/>

Please contact The Owner 3 weeks prior to arrival; or as soon as your flight is booked for further instructions.

\*\*Occasionally, it might be possible to schedule a ride from Anchorage to Seward with the lodge staff ahead of time. That's why it's advised to contact employer as early as possible. If not, plan on using one of the bus lines listed above.

Email: [sewardlogistics@hotmail.com](mailto:sewardlogistics@hotmail.com)

Phone: 907-362-1928

☒ **BUS:** (Participants should obtain tickets directly through an airline or travel agent.)

Arrival to (city, station):    Seward, Alaska

Preferred Arrival Time:    No Preference

Will participant be picked up from the station?    ☒ Yes    ☐ No

If so, by who?

How far from the station is your place of business?    2    miles

### Special instructions/comments regarding participant's arrival:

When arriving by bus, please call Phone: 907-362-1928 to let us know when you leave Anchorage, tell us which bus line you are traveling with.

## COMMUNITY PROFILE

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How would you describe your area?    Small Town    Tourist area

### Greenheart Exchange

Greenheart Exchange, 742 N. LaSalle Dr. Suite 300, Chicago, IL 60654 USA  
Tel: 312.944.2544 | Fax: 312-577-0692 | Website: [www.greenheart.org](http://www.greenheart.org) | Email: [employer@greenheart.org](mailto:employer@greenheart.org)

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**Exit Glacier Lodge and Salmon Bake, Seward, AK**  
**February 27, 2023**

**Please provide a brief description of your community:** Seward is a very nice, safe and clean ocean side community of 3000 people. Tourism is very prominent in the summer.

Free internet is available throughout town including the huge new Public Library, the chamber of commerce and multiple other public and private location.

**Is there anything special that students should bring?** Hiking boots if you like to hike. It rains in Seward. Rain gear can be bought in Seward if needed. Alaskans dress informally. Jeans and sweatshirts or T-shirts fit almost every occasion. You might like a warmer coat for cool evenings.

**What are the seasonal temperatures?**

**Spring:** 55

**Summer:** 75

**Fall:** 55

**Winter:** 20

**What is near work?**

<b>Transportation Depot:</b>	✓	On foot	✓	In town / by public transport	✓	Requires a car		N/A
<b>Food/Super Market:</b>	✓	On foot	✓	In town / by public transport	✓	Requires a car		N/A
<b>Shopping Mall:</b>		On foot		In town / by public transport		Requires a car	✓	N/A
<b>Post Office:</b>	✓	On foot	✓	In town / by public transport	✓	Requires a car		N/A
<b>Bank:</b>	✓	On foot	✓	In town / by public transport	✓	Requires a car		N/A
<b>Public Library:</b>	✓	On foot	✓	In town / by public transport	✓	Requires a car		N/A
<b>Movie Theater:</b>		On foot		In town / by public transport		Requires a car	✓	N/A
<b>Restaurants:</b>	✓	On foot	✓	In town / by public transport	✓	Requires a car		N/A
<b>Fitness Center/Gym:</b>	✓	On foot	✓	In town / by public transport	✓	Requires a car		N/A
<b>Sports/Recreation Facility:</b>		On foot		In town / by public transport		Requires a car	✓	N/A
<b>Nightlife:</b>	✓	On foot	✓	In town / by public transport	✓	Requires a car		N/A
<b>Laundromat:</b>	✓	On foot	✓	In town / by public transport	✓	Requires a car		N/A
<b>Internet Access:</b>	✓	On foot	✓	In town / by public transport	✓	Requires a car		N/A

**Indicate other nearby activities:**

**Exit Glacier Lodge and Salmon Bake, Seward, AK**  
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Hiking, Fishing, Kayaking, Zip Lining and other tourist activities  
Kenai Fjords National Park  
The Alaska Sealife Center  
Summer Sled Dog Tours  
The Alaska Railroad  
4th of July celebration  
Mt. Marathon Race  
Whale Watching  
Glacier & Wildlife Viewing  
Kayaking & Paddling  
Dog Sledding  
Ice Climbing & Hiking  
Hiking & Trails  
Ziplining  
Boating  
Biking  
Surfing  
Concerts  
Silver salmon Derby  
Biking

Boat Rentals

Flightseeing

Glacier & Wildlife Cruises

Gold Panning

Guided Hiking & Ice Climbing

Horseback Riding

Kayaking & Paddling

Multi-Day/Private Boat Charters

Sailing

Surfing

Wildlife & Glacier Viewing

**Is there wireless internet available?**

Yes, No cost. on-site, Public Library, restaurants and hotels and many other business locations.

**List of interesting area websites:**

**Exit Glacier Lodge and Salmon Bake, Seward, AK**  
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Downtown Seward is walkable, with many small shops, restaurants and cultural activities:  
<https://www.alaska.org/guide/seward-walking-tour>

There are hundreds of on-line website resources about Seward and Kenai Fjords National Park including but not limited to:

<https://www.seward.com/>  
<https://www.alaskasealife.org/>  
<https://www.nps.gov/kefj/index.htm>  
<https://www.mountmarathon.com>

<https://www.adfg.alaska.gov/static-sf/Region2/pdfpubs/seward.pdf>

**Additional Comments:**

We have had dozens of J-1 students in the past and they have all greatly enjoyed working and living here.

Participants will be meeting new people and interacting with Americans and other international participants at work and during their time off. This area receives many tourists so participants will be able to interact with local Americans and visitors from around the world on a daily basis. Experiencing American culture will be part of participants' lives while living in this seasonal area.

Participants whose employment is terminated (involuntarily or voluntarily ) have 2 weeks from the last day of work to find a new job and to submit a valid and complete Self-Arranged Job Offer (SAJO) to Greenheart Exchange for consideration. If the participant fails to submit a SAJO within the 2 week deadline, Greenheart Exchange will shorten the participant's program.

If

Greenheart Exchange rejects the SAJO, the participant has one (1) business day to resubmit a new or a revised SAJO, based on the directions received from Greenheart Exchange. Information about prohibited jobs for SWT programs can be found at <https://greenheartexchange.org/professional-exchange/work-and-travel/#/tab/regulations>

If the participant no longer

has housing, the participant must look for permanent housing immediately, and within two weeks secure permanent housing that complies with Greenheart Exchange's Housing Guidelines. The new housing address must be submitted to Greenheart Exchange within 24 hours of any change of address.

For

additional cultural opportunities, Greenheart Exchange suggests that participants join the Greenheart Club at <https://greenheartclub.org> . Through the Greenheart Club participants can connect with each other, ask questions, find volunteer opportunities, take courses, and access resources. Participants can also access the Greenheart Club through the link on the lower right hand corner of their Greenheart Exchange Online (GEO) landing page at <https://feo.greenheart.org/>

Participants should also check out

the Visit the USA website at <https://visittheusa.com>

***Please feel free to attach any other additional information.***

**Greenheart Exchange**

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