



Anchorage Golf Course - Food & Beverage Server

HOST INFORMATION

Company Description:

Job Opportunity: Summer Staff at Anchorage Golf Course

Location: Anchorage, Alaska

Season: Summer 2024

About Anchorage Golf Course:

Nestled at the base of the stunning Chugach Mountains in Anchorage, Alaska, our golf course offers a one-of-a-kind summer experience. Enjoy mild summer temperatures (20-25°C) and nearly 24 hours of daylight during June and July. Explore Anchorage's great outdoors—hiking, biking, and backcountry adventures—all just 30 minutes from the course.

Why Join Us?

Experience Alaska's natural beauty while working at a vibrant golf course. Enjoy free golf, range balls, discounted meals, and greens fees. It's the perfect place to work and play!

Perks & Benefits:

- **\$250 End-of-Season Bonus**
- **Discounted Meals**
- **Free Golf & Range Balls**
- **Discounted Greens Fees**
- **Bikes Provided**
- **Free Golf Instruction**

About Anchorage:

Anchorage is a diverse city surrounded by breathtaking mountain ranges and the Cook Inlet. With easy access to public transportation, you'll find plenty to explore, from local events to outdoor adventures.

Housing:

- Available for a weekly fee
- **Refundable Security Deposit** required
- Located 4.5 km from the course, with an easy commute

Positions Available:

- **Dishwasher**
- **Grounds Crew**
- **Prep Cook**

Join us for a summer you'll never forget! Whether you're looking to work, play, or explore, Anchorage offers it all.

Host Website: <https://www.anchoragegolfcourse.com/>

Site of Activity: Anchorage Golf Course

Parent Account Name: Anchorage Golf Course

Host Address: 3651 O'Malley Road Anchorage , Alaska , 99507

Nearest Major City: Anchorage , Alaska , Less than 10 miles away

PLACEMENT INFORMATION

Job Description:

JOB TITLE: J-1 Server – 3 positions available

DEPARTMENT: Food & Beverage

REPORT TO: Food and Beverage Manager

DATE REVISED: Oct. 11, 2024

CLASSIFICATION: Non Exempt; full-time

JOB STATEMENT/PURPOSE:

*Servers provide food and beverage service to the customers of O'Malley's on the Green in a prompt and courteous manner. This position may serve in three areas - snack shop, banquets, and restaurant. All three areas are tipped positions. ***English fluency is essential for success!*

Snack shop is quick service - hotdogs, hamburgers, snacks - which requires restocking often. Opening and closing duties, general cleaning. Sells beverages on the golf course from the beverage cart with international drivers license.

Restaurants - Take customer orders, deliver meals and drinks, input orders using electronic system, and clean up after customers. In addition, help maintain order and abide by all state and local liquor laws.

Banquets - Setup rooms and buffets for service to large groups, bus tables, and clean up rooms upon event completion

BENEFITS:

While working for Anchorage Golf Course/O'Malley's on the Green, you will be surrounded by the surreal Alaskan scenery with a spectacular view of North America's tallest peak, Denali! If you enjoy wildlife, then prepare yourself for daily encounters with the mighty moose and the possibility of seeing eagles, black bears, and foxes. Pay is to be determined based on Alaskan law, but we are expecting between \$11.73 and \$11.98 per hour, plus gratuities. This is a tipped position in addition to your hourly wage. Every day you will have the opportunity to interact and practice your English skills with fellow employees and customers.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide prompt, courteous, and professional service to customers*
- Take food and beverage orders, deliver meals and drinks*
- Anticipate and address customers concerns*
- Assist the host in greeting and seating guests while working in the restaurant*
- Communicate with other staff regarding needs of customers, outstanding bar tabs, supply shortages, and equipment problems*
- Read and understand the menu*

JOB SPECIFICATIONS:

- Must have a high school diploma or equivalent*
- Some experience in customer service helpful but not required*
- Must be at least 21 years old*
- Must have current Training for Alcohol Professional (TAPS Card)*
- Must have current Municipality of Anchorage Food Handler's Card*
- Must be able to stand for long periods and lift 25 lbs.*
- Must have a cheerful and outgoing personality*

OTHER RESPONSIBILITIES:

- Follow safe and proper procedures while working*
- Perform opening/closing duties*
- Arrive on time and demonstrate effective time management*
- Other duties as assigned, including tasks which support the essential functions and may be changed or redesigned*
- Comply with applicable sanitation, health and personal hygiene standards*

Typical Schedule:

Will fluctuate depending on the needs of the facility, Restaurant hours are from 11:30AM-11PM, and the Snack Shop is open during busy golf hours which change daily.

Seasonal changes to job duties or available hours: Yes

As daylight hours get shorter later in the year, we will not be open as long as we are in June and July.

Drug Test required: No

COMPENSATION

Hourly Wage: \$11.73**Eligible for Tips:** Yes

Wage will be between \$11.73-\$11.98 per hour; TBD based on Alaska state law. The expectation is you will make a minimum of \$40-\$50 per shift in tips. Tip share from banquets is paid in your paycheck.

Estimated weekly wages including tips: \$800**Bonus:** No

* All figures above are pre-tax

Estimated average number of hours per week: 40**Estimated minimum number of hours per week:** 35**Estimated maximum number of hours per week:** 50**Potential fluctuation in hours per week:**

Weather dependent. The snack shop schedule in particular can be modified due to weather. You would be expected to generally work between 38-45 hours per week but rain days may cause a cancellation.

Average number of hours per week reached by last year's seasonal employees: 45**Overtime Policy:**

Yes, paid after 40 hours

Job-Specific Benefits:

Discounted meals, free range balls, discounted greens fees

JOB REQUIREMENTS

English Level required:



Advanced

Required to be 21+: Yes

Previous Experience required: No

Qualifications & Conditions

Lifting

Lifting requirement: 25lbs/11kgs

Description:

Must be able to lift/push/pull up to 25 lbs

Standing for entire shift

Handling cleaning chemicals

Job Training required: Yes

Length of job training:

First two weeks

Hours per week during training period: 40

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Municipality of Anchorage food handlers card, TAP card.

Need to wear uniform: Yes

Uniform Policy:

Black pants, uniform shirt for restaurant; uniform shirt for snack shop; all black for banquets

Cost of uniform: \$0

Uniform laundry: Participant responsibility

Dress Code: Yes

Description:

To be discussed at interview

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Company Parties, Shopping Trips, Trips to Nearby/Major Attractions, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Holiday Events

Additional Details about Cultural Offerings:

We host an annual employee party for those here through September. In prior years, we have helped organize trips for glacier cruises or hikes, whale viewing, fishing, and other local opportunities.

Local Cultural Offering:

The Chamber of Commerce hosts float plane rides on Lake Hood in June and a Weekly concert series downtown.

It's all about what you want out of your experience. If you want to see some of our great state, the people who frequent the course will be very willing to help you achieve that.

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:

TV, refrigerator, microwave, WiFi, utensils are all provided. This is an employer-owned home, four bedroom, two bath, with one communal area both upstairs and downstairs, and a nice deck to relax in the evenings. Bicycles will be provided to J'1's to get back and forth to work. It is a 14 minute bike ride, 2.8 miles/4.5km. Please ask if you have any questions!

Lease Agreement: *No*

Onsite Amenities:

WiFi: Yes

Description:

Local WiFi provider will allow internet access through individual student phones.

Phone Service: Yes

Description:

Reliable Cell service and wifi.

Kitchen facilities: Yes

Description:

See pictures. Kitchen available to all residents.

Laundry facilities: Yes

Description:

Washer/dryer available to all residents, located on the lower level.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 2

Maximum Occupancy Per Room: 4

Suggested Occupancy Per Room: 2 - 4

Rooming Arrangement Description:

This will be a co-ed home, with four available rooms depending on the number of students coming. We are expecting 10 students,

between 2-4 in each bedroom.

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: \$160

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: No

Transportation to Worksite:

Biking

Estimated commute time: 15 to 30 minutes

Bicycles are provided free of charge: Yes

Bicycles are not provided: No

Bicycles are available to rent: No

Estimated cost: \$

Description: Sidewalks and roads are available for biking to work as well as to shopping and banking.

ARRIVAL INFORMATION

Arrival Instructions:

We will pick up our students from the airport (ANC is the international airport in Anchorage), show them the facility, and take them to their housing. We would prefer students to arrive between 8AM and 8PM, any day of the week. We will show them where shopping is, take them to the Social Security office (either on day of arrival or the following day), assist them as needed, and show them the golf course/introduce them to our department heads. We will give them time to get to/take them to the grocery store and provide them with bicycles.

We will also provide email and cell phone information of each department head to the students to confirm arrival information/pickup well in advance.

Suggested Arrival Airport:

Anchorage International Airport, ANC, Less than 10 miles

Estimated cost of transportation to worksite from suggested airports: \$0 to \$25

If arriving after regular hours:

Suggested After-Hours Accommodation:

Comfort Inn Anchorage
2919 West International Airport Drive
Anchorage , Alaska 99502
\$150 to \$200

TRAINING AND ONBOARDING

Pre-Arrival Onboarding: No

Social Security Number:

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

Details about how to apply for Social Security Number:

We will take our students to the social security office upon arrival and guide them through the process.

Nearest SSA Office: ANCHORAGE , Alaska , Less than 10 miles

Other:

Wage Payment Schedule:

Direct deposit every two weeks

Meal Plan: Not available

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

If issued the students must wear the designated uniform. Most of our positions will be outdoors, so those students will need to be prepared for the elements in Alaska. No facial tattoos are permitted; piercings and facial hair are fine.

Second Job Availability: Yes, likely

Applicable Company Policies:

Please see attached job descriptions. There is a no smoking policy inside the clubhouse though a smoking area is available outdoors. Time off can be requested in advance and we will do our best to ensure the group gets the same time off if requested so they can take a few days to explore Alaska.

COMMUNITY AMENITIES

Walking Distance from Housing:

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

Unavailable:

Internet Cafe