

H-2B Job Order Request Form

Email to: Wsands@mt.gov

This job order is submitted in connection with a concurrently submitted *Application for Temporary Employment Certification* for H-2B workers. Upon acceptance by the Department of Labor this job order must remain active until 21 days prior to the employment start date.

EMPLOYER INFORMATION			
Legal Entity Name Yellowstone Club Operations, LLC		Company Contact Person Asia Allen	FEIN [REDACTED]
Business Name (dba) Yellowstone Club		Agent (if applicable) N/A	
Street Address 1 Yellowstone Club Trail		Mailing Address (if different from Street Address) PO Box 161097	
City Big Sky		State Montana	Zip 59716
Phone (406) 995-7909	Fax	Email Address asia.allen@yellowstoneclub.com	

WORK SITE LOCATION			
Physical Address 1 Yellowstone Club Trail		Contact Person Asia Allen	
City Big Sky	County Madison	State MT	Zip 59716

JOB INFORMATION							
O*net Code	39-3091.00	NAICS Code	721110	# of workers needed	20	Hours per week	40
Job Description:							
<input checked="" type="checkbox"/> Temporary		<input checked="" type="checkbox"/> Full Time		<input type="checkbox"/> Part Time			
Dates of Need: From Date		11/27/2021		To Date		4/20/2022	
Job Title	Lift Operator						
Duties include: See attached Job Description.							
Shift Hours: <u>6:45</u> <input checked="" type="checkbox"/> a.m. <input type="checkbox"/> p.m. to <u>2:45</u> <input type="checkbox"/> a.m. <input checked="" type="checkbox"/> p.m.							
Work Days: <input checked="" type="checkbox"/> Sunday <input checked="" type="checkbox"/> Monday <input checked="" type="checkbox"/> Tuesday <input checked="" type="checkbox"/> Wednesday <input checked="" type="checkbox"/> Thursday <input checked="" type="checkbox"/> Friday <input checked="" type="checkbox"/> Saturday							
All Job Requirements that Apply: <input type="checkbox"/> Education Required: _____ <input checked="" type="checkbox"/> Months of Experience <u>3</u>							
<input type="checkbox"/> Lifting Capacity (in pounds): _____ <input type="checkbox"/> Driving Requirements: _____							
<input type="checkbox"/> Certification/License: _____ <input checked="" type="checkbox"/> Criminal Background Check (After conditional offer of employment)							

ASSURANCES	
<input checked="" type="checkbox"/> H-2B workers will be reimbursed in the first workweek for all visas, visa processing, border crossing, and other related fees, including those mandated by the government (excluding passport fees).	
Transportation and Subsistence Benefits disclosure:	
If the worker completes 50% of the work contract period, employer will (choose one):	

- Arrange and pay directly transportation and subsistence
- Reimburse the worker for transportation and subsistence
- Provide advance payment for transportation and subsistence

from the place of recruitment to the place of work. Upon completion of the work contract or where the worker is dismissed earlier, employer will provide or pay for worker's reasonable costs of return transportation and subsistence.

- Transportation (including meals and, to the extent necessary, lodging) to the place of employment will be provided, or its costs to workers reimbursed, if the worker completes half the employment period. Return transportation will be provided if the worker completes the employment or is dismissed early by the employer. Employers will provide daily subsistence rates at a cost of \$13.17 per day during travel to a maximum of \$55.00 per day with receipts.

All tools, supplies, and equipment will be provided to workers at no charge. Yes No
 On the job training: Will Will not be provided.

WAGES

Hourly Wage \$ 16.00 - 18.04 Employees will be paid: Daily Weekly Bi-weekly Monthly

Computing of Wages

- Employer will use a single workweek as its standard for computing wages due

Overtime Wage

\$ 24.00 Check one: Overtime may be available but is not guaranteed Overtime will not be available

Deductions

- Employer will make all deductions from worker's paycheck required by law

Board, Lodging or Fringe Benefits

- Optional employee only shared housing is available
- Employer will deduct approved cost of housing \$ 600.00 per bi-weekly period if worker chooses this service.
- Daily transportation to and from the worksite will be provided to the workers.

REFERRALS

SWA Applicant should send Resume Application to: Asia Allen

Mailing Address PO Box 161097 City Big Sky State MT Zip 59716

Fax: _____ Email _____

Applicants can inquire about the job opportunity or send applications and/or resumes directly to the nearest office of the State Workforce Agency (SWA) at:

Montana Job Service Office Bozeman
(Nearest City)

121 North Willson Avenue
(Job Service Address)

Bozeman MT 59715
(Job Service City) (Job Service Zip)

(406) 582-9200
(Job Service Phone)

ADDITIONAL NOTES

Lift Operator H-2B Job Description

Lift Operator at Yellowstone Club

Start Date: November 27, 2021

End Date: April 20, 2022

Yellowstone Club Operations, LLC d/b/a Yellowstone Club, located in Big Sky, Montana, seeks twenty (20) full-time, temporary Lift Operators who will be responsible for assisting guests in getting on and off aerial lifts, surface lifts and conveyors. Lift Operators provide excellent guest service while operating and monitoring chair lifts, and are also responsible for inspecting, recording, and reporting the condition of all lift machinery. Lift Operators may need to lift up to thirty (30) pounds. All work is conducted outside and can be in extreme cold, wind or other weather conditions. Skiing/riding is required as Lift Operators travel from one lift to another via skis/snowboards.

Will report directly to the Lift Operations Manager at Yellowstone Club.

Three (3) months of guest-service experience at a high-end hotel, resort, private club, or tourism environment required.

Applicant must complete pre-employment background check.

All worksites located on property in Big Sky, Montana in either Gallatin or Madison County, as Yellowstone Club crosses both county lines. Travel throughout this area is required. Transportation between worksites is provided when not on skis.

Daily transportation to and from worksites is provided for those living in employee housing.

On-the-job training is provided.

Wage: \$16.00 - \$18.04 per hour, paid bi-weekly. Overtime may be available at \$24.00 – \$27.06 per hour. Employees may be eligible for a higher hourly wage, (at the discretion of the employer) if additional skill levels are evident and/or in recognition of exceptional work or years of service. For the small percentage of employees with extraordinary experience/skills/tenure, those employees may be eligible for wage rates of up to \$20.04 per hour, with an overtime rate of \$30.06 per hour.

Schedule: 40 hours per week, with additional hours available during peak times, including OT. Work schedule can vary and can include morning, evening, weekend, and holiday hours. Work may be performed on any day of the week from Monday through Sunday. Work hours will vary by location, which can be early morning, morning, afternoon, evening or late evening. Example shifts: 6:45am – 2:45pm or 9:00am – 5:00pm. Shift hours may vary.

A single workweek will be used to compute wages due.

Housing is offered and optional. Yellowstone Club has several housing venues and employees are assigned a location based on work schedule and transportation. Cost of housing, if accepted, is \$250.00 - \$600.00 per bi-weekly pay period. Depending on housing option availability, housing will be either single, double, triple or quad occupancy for winter 2021-2022. A few single and quad rooms may be available, but those will be very limited. Breakfast is included at Gallatin Gateway Inn (GGI), Bozeman. Employees may purchase optional meal cards from \$50.00 to \$150.00 which are available from GGI to purchase breakfast or dinner. All employees in employee housing may purchase a meal card for dining at GGI. Transportation is available to GGI from the Club and housing venues only. Employees who do not stay in employee housing must provide their own transportation to the transportation pickup and drop-off spots. Yellowstone Club uses an on-line site for housing. Employees will be required to sign up for an account and make all of their payments via debit or credit card online. A small service fee is included with each transaction (approximately 3.5% of the transaction amount). A \$400.00 refundable security deposit is required, to be paid directly to employer upon acceptance of housing. If all rent payments are made on time, the room/condo is left clean, all keys are returned and the employee completes the season, their deposit and transaction fees will be refunded at the end of the season.

Additional, optional benefits may be offered to worker, for worker's sole benefit, including but not limited to an advance of up to \$200.00 to purchase clothing, food, or other necessities, as well as the optional purchase of a ski pass. If voluntarily elected by worker, employee costs/contributions for benefits will be deducted from paycheck.

All deductions from paycheck required by law will be made. All other deductions from paycheck will be authorized by the employee in advance.

If the worker completes 50% of the work contract period, employer will pay directly for and/or reimburse workers for transportation and subsistence from the place of recruitment to the place of work. Upon completion of the work contract or where the worker is dismissed earlier, employer will provide or pay for worker's reasonable costs of return transportation and subsistence back home or to the place the worker originally departed to work, except where the worker will not return due to subsequent employment with another employer. The employer will pay directly for and/or reimburse workers for all reasonable inbound transportation and subsistence costs within the first workweek. The employer will pay directly for and/or reimburse workers for all reasonable outbound transportation and subsistence costs during the last workweek. The amount of transportation payment or reimbursement will be equal to the most economical and reasonable common carrier for the distances involved. Daily subsistence will be provided at a rate of \$13.17 per day during travel to a maximum of \$55.00 per day with receipts.

The employer guarantees to offer work for hours equal to at least three fourths of the workdays in each 12-week period of the total employment period.

The employer will provide workers at no charge all tools, supplies, and equipment required to perform the job.

H-2B workers will be reimbursed in the first workweek for all visa, visa processing, border crossing, and other related fees, including those mandated by government (excluding passport fees).



PABIAN LAW

Inquire or send applications, indications of availability, and/or resumes to Montana State Workforce Agency, 121 North Willson Ave., Bozeman, MT 59715, (406) 582-9200.

Mail resume to Asia Allen, Lead International Recruiter, Yellowstone Club, PO Box 161097, Big Sky, MT 59716, (406) 995-7909.