



# VACASA MOUNTAINSIDE RESORT

Vermont, VT.

## HOUSEKEEPER

### Host information

Vacasa LLC owns and operates vacation rental homes in Stowe, Vermont, a small all-season destination located in northern Vermont at the foot of Mount Mansfield, Vermont's highest peak. Skiing is the most popular activity here during winter months, but summer offers swimming, biking, zip lining, fishing, gondola rides, arts and enjoying local restaurants.

We are looking for students who want to experience the mountains and all they have to offer! You will be working in Operations on our Housekeeping team at the Mountainside Resort, which is just a 9 minute drive from Mount Mansfield, the tallest mountain in the state of Vermont. Much of Stowe is walkable via sidewalks and the beautiful, paved 5.3 mile Stowe Recreation Path.

#### Employee Perks:

- 20% Employee Discount
- Holiday Pay
- Working among a great small town community with year-round events and activities

**Host Website:** <https://www.vacasa.com/>

**Site of Activity:** Vacasa Mountainside Resort

**Parent Account Name:** Vacasa

**Host Address:** 31 Mountainside Ave Stowe, Vermont, 05672

**Nearest Major City:** Burlington, Vermont, Less than 50 miles away.

### Placement information

**Job description:** Students will clean vacation rental condos and houses, using departmental standards to ensure units are well-cleaned for our guests.

Duties include: vacuuming, cleaning kitchens, bathrooms, living and dining rooms, making beds, responding to guests' requests.

Saturday is our busiest day of the week, and all students works each Saturday and Sunday. Weekends are very fast-paced and require longer hours. All students must be able to be on their feet for several hours and must be able to lift 25 pounds.

Students will be required to re-clean units if the guests report the unit is not clean enough. Unit cleanliness issues will be addressed by students promptly and with a good attitude. Our guests are our top priority!

During the week, students will wash, dry and fold towels and sheets. Other duties in the housekeeping department will also be assigned.

Housekeepers may interact with guests by responding to their questions and requests. Students will also respond to problems such as spills and broken glass.

THERE IS NO TIPPING FROM GUESTS. Housekeepers & Laundry Attendants will not get tips.

**Typical Schedule:** Students will work 40 hours per week, and later in the summer there may be opportunities for overtime. The schedules will vary until all students have arrived and are trained.

**Drug Test required:** No

### Compensation

**Hourly Wage:** \$22

**Eligible for Tips:** No

**Estimated weekly wages including tips:** \$660

**Bonus:** No

\* All figures above are pre-tax

**Estimated average number of hours per week:** 32

**Estimated minimum number of hours per week:** 32

**Estimated maximum number of hours per week:** 40

**Potential fluctuation in hours per week:** Overtime is available.

**Average number of hours per week reached by last year's seasonal employees:** 32

**Overtime Policy:** Yes, paid after 40

### Job requirements

**English Level required:** Intermediate

**Required to be 21+:** No

**Previous Experience required:** No

#### Qualifications & Conditions:

Lifting

Lifting requirement: 50lbs/22kgs



**Description:** Regularly push, pull, and lift up to 25 pounds Occasionally lift or move up to 50 pounds.

Standing for entire shift

Handling cleaning chemicals

Working outdoors

Working under direct sunlight

Other qualifications or conditions

**Description:** Most work is done inside, but sometimes work is done outside for brief periods. This is a fast-paced, high energy job that requires energy and a great attitude. Our students work quickly and are expected to maintain a friendly attitude. If you work for us, you must be able to come to work on time when scheduled. Only friendly, hard-working, and reliable students can work for Vacasa.

**Job Training required:** Yes

**Length of job training:** Training will dependent on applicants needs.

**Hours per week during training period:** 20

**Different wage during training period:** No

**Start on specific day of the week:** No

**Training requirements:**

**Need to wear uniform:** No

**Dress Code:** Yes

**Description:** Company t-shirt, pants and closed toe shoes.

## Cultural opportunities

**Types of Cultural Opportunities:** Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Trips to Nearby/Major Attractions, Trips to Major City, Shopping Trips, Company Parties, Time to travel to Boston, Free time to travel to NY, Ski Passes.

**Additional Details about Cultural Offerings:** There will be many activities available to students in the local Stowe community from outdoor recreation to farmer's markets and festivals. We will host employee appreciation events and have a team outing to go bowling.

**Local Cultural Offering:** The local area has a great deal of activities for students to participant:

- Hiking
- Golfing
- Fishing
- Mountain biking
- Paddling and kayaking
- Zip lining

- Disc golfing
- Vibrant food scene
- Water parks
- Gondola ride

The best resource to find activities: <https://gostowe.com/>

## 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:** Housing provided at Mountainside Resort - 2 students per room, kitchens and 2 bathrooms.

**Lease Agreement:** Yes

### ONSITE AMENITIES:

**WiFi:** Yes. Wifi access is available.

**Phone Service:** Yes. There is cell phone service.

**Kitchen facilities:** Yes. Each unit has a full kitchen.

**Laundry facilities:** No. No laundry facility on-site. Participants can go into town to Stowe Laundry Co.

### OCCUPANCY REQUIREMENTS FOR PROVIDED HOUSING:

**Minimum Occupancy Per Room:** 2

**Maximum Occupancy Per Room:** 2

**Suggested Occupancy Per Room:** 2

**Rooming Arrangement Description:** Yes we can accommodate requests - however living arrangements will be 2 twin beds per room so they must be in pairs.

### PROVIDED HOUSING COST:

**Required to Pay for Provided Housing:** Yes

**Cost per Week:** \$125

**Housing Cost Deducted from Paychecks:** No. Rent is deducted from paychecks biweekly.

**Utilities Costs:** No

**Housing Deposit:** No

### TRANSPORTATION TO WORKSITE:

**Walking Commute Time**

**Estimated commute time:** Under 15 minutes

**Description:** Housing is onsite of the units that they will be cleaning.



## Arrival information

**Arrival Instructions:** There are two options for your travel to Stowe, Vermont. Employer suggests flying into Burlington, Vermont International Airport (BTV) as the best option. It is 40 miles from Stowe:

- 1. Burlington International Airport (BTV):** We recommend students fly into Burlington International Airport (BTV) and take an Uber/taxi (<https://burlington-taxi.com/>) (<https://www.burlingtonairporttaxivt.com/stowe.php>). Students MUST email their arrival information to Adriana Munch [adriana.munch@vacasa.com](mailto:adriana.munch@vacasa.com) at least 3 WEEKS prior to arrival to the United States. Details about a scheduled pickup will be communicated to the student prior to their departure. Since they will not have service, but maybe internet, they can send a Whatsapp or iphone/imessage at 01-802-377-0073.
- 2. Students also have the option to fly into New York JFK Airport (JFK) and take a taxi/Uber/Lyft to New York Moynihan Train Hall:** There they can take a train to Waterbury, Vermont, which is 20 miles from Stowe. The train is about 9 hours and \$60 and can be reserve here (<https://www.amtrak.com/tickets/departure.html>). We can arrange a pick up in Waterbury as need. Students MUST email their arrival information to Adriana Munch [adriana.munch@vacasa.com](mailto:adriana.munch@vacasa.com) at least 3 WEEKS prior to arrival to the United States. Details about a scheduled pickup will be communicated to the student prior to their departure. Since they will not have service, but maybe internet, they can send a Whatsapp or iphone/imessage at 01-802-377-0073.

We can be flexible with arrival days, but they are required to arrive during the daytime, between 8 am - 4 pm. If you arrive outside of suggested hours, please reach out 3 weeks before coordinating and making sure they can arrive safe to housing.

Vacasa will coordinate grocery runs with students once a week and make sure they can get to the social security office.

### Suggested Arrival Airport:

- New York JFK Airport (JFK), JFK, Over 50 miles.
- Burlington International Airport, BTV, Less than 50 miles.

**Estimated cost of transportation to worksite from suggested airports:** \$100 to \$150

### If arriving after regular hours:

#### Suggested After-Hours Accommodation:

##### La Quinta Inn & Suites by Wyndham South Burlington

1285 Williston Road  
South Burlington, Vermont 05403  
(888) 312-2399  
\$150 to \$200

## Training and onboarding

**Pre-Arrival Onboarding:** Yes

Offer letter signature. **You will receive 2 offer letters.** The first one will come from your agency and the second will come from Vacasa. **You are required to sign both.** After signing your offer letters you will receive instruction on how to log into the company profile and complete onboarding documents.

### SOCIAL SECURITY NUMBER:

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

**Details about how to apply for Social Security Number:** Vacasa will provide transportation to the Burlington Social Security Office.

**Nearest SSA Office:** Burlington, Vermont, Less than 25 miles.

### OTHER:

**Wage Payment Schedule:** Employees are paid bi-weekly. Pay cards are provided and we offer live check and direct deposit options.

**Meal Plan:** Not available

**Provide Certificates/Performance Evaluations:** Yes

**Hire in Groups:** Yes

### Maximum Group Size:

**Grooming Requirements:** Employees should maintain a neat and clean appearance at all times. Clothing should not be distracting or offensive to others and not torn, tattered, or frayed. No profane language or potentially controversial phrasing, not too revealing (exposing excessive skin, torso, or undergarments) is not permitted. Employees can wear shoes of their choice, but they should be comfortable and closed toe (ex: sneakers). Vacasa will provide a work-issued shirt.

**Second Job Availability:** Yes, likely

**Applicable Company Policies:** Work is completed within the same location. Ability to stand, sit, and walk for an extended period of time. Reach overhead and below the waist. Regularly push, pull, and lift up to 25 pounds. Occasionally lift or move up to 50 pounds. Bend, stoop, squat, kneel, and twist. The physical demands described here are an example of those that must be met by an employee to successfully perform the essential functions of this job. Participants will receive the company handbook with all of our policies with their new hire paperwork.

## Community amenities

**Walking Distance from Worksite:** Food Market, Post Office, Bank, Restaurants, Fitness Center.

**Walking Distance from Housing:** Shopping Mall, Public Library.

**In Town, Requires Transportation:** Shopping Mall, Public Library.