



KATMAILAND, INC.
4125 Aircraft Drive
Anchorage, AK 99502
Phone: 907-243-5448
FAX: 907-243-0649
e-mail: jobs@katmailand.com

**Brooks Lodge * Kulik Lodge
Grosvenor Lodge * Katmai Air**

Seasonal Employment Opportunities

Dear Applicant,

Katmailand's goal is to have an efficient operation with a friendly and attentive staff. We consider each employee an important representative. We are looking to employ people who are friendly, cheerful with visitors as well as fellow employees, can work as a team, are self-starters and hard workers. Each employee is highly visible to our guests and therefore we insist that each employee present a neat and clean appearance. Our standards are high and we expect employees to meet those standards. The average work day is about 10-12 hours, 6 days a week. If you are interested in employment opportunities, we look forward to hearing from you. Katmailand Inc. is an Equal Opportunity Employer.

Katmailand operates three lodges, Kulik, Grosvenor and Brooks, that are collectively known as the "Anglers Paradise Lodges". All are located within the boundaries of Katmai National Park on the Alaska Peninsula (about 265 miles southwest of Anchorage). The lodges were founded in 1950 and have earned a world wide reputation for high standards of service to their guests. Staff members frequently interact with guests. Therefore, a neat appearance and friendly professional attitude are a must for those seeking employment with this company.

Katmailand also operates Katmai Air out of King Salmon. Katmai Air provides the transportation from King Salmon and Anchorage to the lodges and also provides charter service to the surrounding area.

Following are brief descriptions of our different lodges and positions, which may be available, this coming season. Please review the descriptions and indicate a first and second job preference when filling out the enclosed job application form. It is important to keep in mind that those applicants who will be chosen to work at Angler's Paradise must be able to work the entire length of our season.

Kulik Lodge Approximate Season Dates: May 25 - October 8

The primary activity at Kulik Lodge is sportfishing. Kulik accommodates 28 guests at a time and requires excellent customer service in every position to ensure that our guests expectations are not only met, but exceeded.

Job descriptions...

Lodge Keepers: Daily cleaning of guest's cabins and lodge laundry. Wait tables during meal hours, bus tables and help in kitchen. Ability to lift 40 lbs.

Sport Fishing Guides: Extensive fishing experience required. Must be versed in all phases of freshwater fishing including fly-fishing, casting, trolling, fly-tying and spin fishing. Extensive boat handling skills and basic maintenance experience also required. Must have a Limited OUPV Guide Licence for the Freshwaters and Rivers of Western Alaska or other USCG License. Other duties as assigned. Ability to lift and carry 60 lbs.

Chef: Oversee all kitchen operations, including ordering, inventory, quality control, special diet requests and adherence to U.S. Public Health Service Standards. Prior supervisory and culinary experience required. Able to cook for large numbers of people, incorporating a family style menu. Must have a current ServSafe Certification. Ability to lift 50 lbs.

Assistant Chef: Assist in prep work, baking, stocking, cleaning and other assigned tasks. Ability to lift 50 lbs.

Dishwasher: Wash dishes, cleaning, food prep, daily waste management and assists with any other assigned duties. Ability to lift 50 lbs.

Bartender: Serves beverages during afternoon and evening hours at the lodge. Responsible for stocking and maintaining control of the bar area and assuring that all State of Alaska beverage dispensary laws are being followed. Must have a site specific TAM card. Also does minor kitchen work as well as cleaning the bar and lodge area at closing. Ability to lift 50 lbs.

Camp Assistant: Responsible for unloading fuel and supplies from aircraft and fueling the camp, as well as all around lawn maintenance and other assigned tasks. This position requires moving very heavy objects and the ability to lift 60 lbs.

Head Maintenance: Requires well-rounded background to include vehicle, electrical, outboard motor and all levels of building maintenance experience. Carpentry, plumbing and welding skills also required. Ability to lift 50 lbs.

Administrator: Extensive bookkeeping experience required. Computer knowledge of spreadsheets, word-processing and database. Able to generate reports from spreadsheets and databases. Responsible for front desk operation and daily check-in/check-out of lodge guests, customer service, cash handling, credit cards, ten key and typing 40wpm. Minor retail experience a plus. Ability to lift 40 lbs.

Grosvenor Lodge **Approximate Season Dates June 1 - September 30**

Grosvenor is a very small, private operation accommodating a maximum of 6 guests at a time and operates under a Park Service Concession Contract. The principal program at Grosvenor is sportfishing and the entire operation is run by two employees. Employees must have excellent customer service skills to help make the guest feel right at home.

Job descriptions...

Cook/Lodge Keeper: Oversee all kitchen operations, including ordering, inventory, quality control, special diet requests and adherence to U.S. Public Health Service Standards. Must have a current ServSafe Certification. Prior culinary experience required. Daily cleaning of guests cabins and lodge laundry. Assist in loading and unloading aircraft. Wait tables during meal hours and bus tables. Ability to lift 50 lbs.

Manager/Guide: Extensive fishing experience required. Must be versed in all phases of freshwater fishing including fly-fishing, casting, trolling, fly-tying, spin fishing. Extensive boat handling skills and maintenance, and skills for general camp repairs and maintenance. Must have a Limited OUPV Licence for the Freshwaters and Rivers of Western Alaska or other USCG License. Must also be HAZWOPER certified. Ability to lift and carry 50 lbs.

Katmai Air

Approximate Season Dates: May 15 - September 20

The Katmai Air office located in King Salmon provides air transportation for the lodges and operates 5 float planes. This is the first line of Katmailand staff that a majority of Brooks Lodge guests will meet. A very positive and flexible attitude as well as a neat and clean personal appearance is a must for all employees at this location.

Job descriptions...

***Driver/Laborer:** Cleaning of facility and float planes, baggage and freight handling, and handling refuse from the lodges on a daily basis. Driver/Laborer also greets guests at the airport or dock and transports the guests between these two locations. This job is physically demanding and candidates must be able to work independently and possess strong public speaking and customer service skills. Must be 21 with a clean driving record and must have or be able to obtain an Alaska Commercial Drivers License. Ability to lift 60 lbs.

*The person in this position lives and works in King Salmon.

Brooks Lodge

Approximate Season Dates: May 20 - September 18

Brooks Lodge operates under a Concessions Contract with the National Park Service and is the busiest of the three lodges. Lodging capacity at Brooks is for 64 guests. In addition there is a campground for 60 people nearby and Brooks is also a popular fly in destination for day trips that include fishing and bear viewing.

Job descriptions...

Administrator/Bookkeeper: Extensive bookkeeping experience required. Computer knowledge of spreadsheets, word-processing and database. Able to generate reports from spreadsheets and databases. Customer service, front desk and retail experience, extensive cash handling, credit cards, ten key and typing 40wpm.

Front Desk: Responsible for front desk operation and daily check-in/check-out of lodge guests and reconciliation of guest charges. Good customer service skills are a must. Familiarization with all aspects of the lodge operation will be required as well as ten key, extensive cash handling, credit cards, and operation of cash register.

Head Maintenance: Requires well-rounded background to include vehicle, electrical, outboard motor and all levels of building maintenance experience. Carpentry, plumbing and welding skills also required. Must be HAZWOPER certified and also must be able to obtain an Alaska Commercial Drivers License. Ability to lift 50 lbs.

Chef/Kitchen Manager: Oversee all kitchen operations including ordering, inventory, quality control, special diet requests and adherence to U.S. Public Health Service Standards. Must have a current ServSafe certification. A current site specific TAM card would be a plus. Prior supervisory and culinary experience required. Able to cook for large numbers of people, incorporating a family style buffet menu. Ability to lift 50 lbs.

Kitchen Staff: Positions include First Cook, Breakfast Cook and Prep Cooks. All positions assist in food preparation, baking, stocking, cleaning and other assigned tasks. Prior experience required and a ServSafe Certification is a plus. Ability to lift 50 lbs.

Lodge Keepers: Daily cleaning of guests cabins and lodge laundry. Wait tables during meal hours, bus tables, operate cash register and help in the kitchen. Ability to lift 40 lbs.

Camp Assistant: This person is often the first contact for the lodge guests and therefore must have excellent customer service skills. Duties include loading/unloading guest luggage and cargo from aircraft, lodge and public bathhouse cleaning and camp refuse duties. Must be 21 years old with good driving record. Ability to lift 60 lbs.

Storekeeper: Operates the Trading Post at the lodge and oversees the rental program. Responsibilities also include inventory control, pricing using guidelines set by the Park Service, stocking, display, daily reports, operation of cash register and cash accountability. Must possess a well rounded knowledge of fishing, hiking and general outdoor activities. Ability to lift 50 lbs.

Bus Drivers: Must be at least 21 years of age and possess a current Alaska Commercial Driver's License. Responsibilities include the operation of a 28 passenger tour bus and the successful applicant needs to eventually gain a well rounded knowledge of all aspects of Katmai National Park including wildlife, vegetation and geology. Ability to lift and carry 50 lbs.

Sport Fishing Guides: Extensive fishing experience required. Must be versed in all phases of freshwater fishing including fly-fishing, casting, trolling, fly-tying and spin fishing. Extensive boat handling skills and basic maintenance experience also required. Must have a Limited OUPV Guide Licence for the Freshwaters and Rivers of Western Alaska or other USCG License. Other duties as assigned. Ability to lift and carry 60 lbs.

Dishwasher: Wash dishes, cleaning, food preparation, and assists with any other assigned kitchen duties. Ability to lift 50 lbs.

Bartender: Serves beverages during afternoon and evening hours at the lodge. Responsible for stocking and maintaining control of the bar area and assuring that all State of Alaska beverage dispensary laws are being followed. Must be able to operate a cash register, is responsible for cash accountability and must have a site specific TAM card. Other duties include cleaning the bar and lounge area at closing. Ability to lift 50 lbs.

Lodge Keeper Supervisor: Supervises the lodge keepers. In charge of scheduling and coordinates with the Kitchen Manager for kitchen duties and supply ordering. Prior supervisory experience in food service and a current site specific TAM card is a must. Ability to lift 40 lbs.

Thank you for your interest in Katmailand and the Angler's Paradise Lodges. If any of these positions interest you, please fill out and return an employment application. Resumes submitted via email need to be in Word or PDF format. Some emails could be blocked by security software; follow up with a phone call to ensure that your resume was received. We look forward to hearing from you.



KATMAILAND, INC.
 4125 Aircraft Drive
 Anchorage, AK 99502
 Phone: 907-243-5448
 FAX: 907-243-0649
 e-mail: jobs@katmailand.com

Application for Employment

In compliance with Federal and State equal employment opportunity laws, qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital status, or the presence of a non-related medical condition or handicap.

Date of Application ____/____/____

Position(s) Applied for _____

Name _____ Social Security No. _____
Last First Middle (Optional)

Address _____
Street Address

City State Zip Phone _____

E-mail _____ Alternate Phone _____

Permanent Address _____
Street City State & Zip Code

If Necessary for the job, are you over: 18 21 (Please Circle One)

Are you applying with a spouse or friend? Yes _____ No _____

If so, please provide name of spouse or friend _____

Are you legally eligible for Employment in the USA: Yes _____ No _____ (If yes, verification will be required)

Are you now employed? _____ If not, how long since leaving last employment? _____

Who referred you? _____ Rate of pay expected _____

Physical History

Most of our positions require heavy physical labor. Are you capable of performing such duties? _____

Is there anything that would prevent you from performing the duties of the job for which you have applied? _____

EMPLOYMENT: List last employment first. Include summer or temporary jobs. Be sure all your experience or employers related to this job are listed here, in the summary (following this section), or use an extra sheet of paper if necessary.

Company _____ Contact Name _____ Phone _____
Address _____ E-mail _____
Position Held _____ From ____/____/____ To ____/____/____
Starting Pay _____ Ending Pay _____
Responsibilities _____

Reasons for Leaving _____

Company _____ Contact Name _____ Phone _____
Address _____ E-mail _____
Position Held _____ From ____/____/____ To ____/____/____
Starting Pay _____ Ending Pay _____
Responsibilities _____

Reasons for Leaving _____

Company _____ Contact Name _____ Phone _____
Address _____ E-mail _____
Position Held _____ From ____/____/____ To ____/____/____
Starting Pay _____ Ending Pay _____
Responsibilities _____

Reasons for Leaving _____

Military Status

Have you served in the U.S. Armed Forces? _____ Branch _____ Dates: From ____/____/____ To ____/____/____
Rank at Discharge _____ Date of Discharge ____/____/____

Education

High School last attended _____ Graduated Yes ___ No ___ Date ____/____/____
College/University last attended _____ Graduated Yes ___ No ___ Date ____/____/____
Other Education (business, technical or secretarial, etc.) _____

How did you learn about our company?

Employment Agency _____ Friend _____ Relative _____
Sportshows _____ Internet/Website _____ Newspaper _____
Other _____

Other Experience and Qualifications

List any relevant skills, experience or equipment you can operate that pertain to the position you are applying for:

List any relevant hobbies, interests, clubs or organizations to which you belong that have a direct bearing on the job for which you are applying:

List number of **years** for the following: CPR_____ First Aid_____ CDL_____

Alcohol Management Classes (TAM or TIPS)_____ Food Service/Health Codes_____

References: List three personal references who are not relatives or former supervisor

Name_____ Phone_____

Occupation_____ Years Known_____ E-mail_____

Name_____ Phone_____

Occupation_____ Years Known_____ E-mail_____

Name_____ Phone_____

Occupation_____ Years Known_____ E-mail_____

Criminal History

Section I (California Applicants go directly to Section II)

Have you ever been convicted, pled guilty, "no contest" or admitted guilt (including participation in a first time offender program) to any misdemeanor or felony crime? Yes_____ No_____

If yes, EXPLAIN: (include WHERE, WHEN, CHARGED and SENTENCE)_____

Section II (For California Applicants only)

Have you ever been convicted any misdemeanor or felony crime OTHER THAN (1) a marijuana related conviction that occurred more than two years ago; or (2) an offense for which you were referred to and participated in, a pretrial or post-trial diversion program? Yes_____ No_____

If yes, please state the date of conviction, the county and state, and the nature of the offense_____

(Disclosure of a criminal record will not necessarily disqualify you for employment. Each conviction will be evaluated on its own merits with respect to time, circumstances, and seriousness, in relation to the job for which you are applying.)

Experience and Qualifications - Driver (for driver applicants only)

	State	License No.	Type	Expiration Date
Driver				
Licenses				

- A) Have you ever been denied a license, permit or privilege to operate a motor vehicle? Yes _____ No _____
- B) Has any license, permit or privilege ever been suspended or revoked? Yes _____ No _____
- If the answer to either A or B is YES, attach statement giving details.*

Driving Experience

Class of Equipment	Type of Equipment	From	To	Approx. No. of Miles
Straight Truck				
Coach/School Bus				
Vans/Automobile				
Other				

List states operated in for last five years _____

Show special courses or training that will help you as a driver: _____

Accident Record for Past 3 Years or more (attach sheet if more space is needed)

	Dates	Nature of Accident (Head-On, Rear-End, Upset, Etc.)	Fatalities	Injuries
Last Accident				
Next Previous				
Next Previous				

Traffic convictions and forfeitures for the past 3 years (other than parking violations)

Location	Date	Charge	Penalty

Are you willing to sign a Driver's Release Form? _____

TO BE READ AND SIGNED BY APPLICANT

Information to the applicant: As part of our procedure for processing your employment application, your personal and employment references may be checked.

If necessary for employment, you may be required to: supply your birth certificate or other proof of authorization to work in the US, have a physical examination and/or a drug test, or to sign a conflict of interest agreement and abide by its terms.

I hereby certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that any misrepresentation or omission of facts in my application may be justification for refusal to hire or termination of employment.

Signature: _____ Date: _____ / _____ / _____

Equal Employment Opportunity: While many employers are required by federal law to have an Affirmative Action Program, all employers are required to provide equal employment opportunity and may ask your national origin, race and sex for planning and reporting purposes only. This information is optional and failure to provide it will have no affect on your application for employment.