

FINDING WORK



SUPER 8 MOTEL-VERMILION

The Company

The Super 8 Motel has operated in Vermilion for the past 10 years. Super 8® began in 1974 with one modest motel in South Dakota. More than 30 years later, the Super 8 franchise has over 2000 motels across North America. Independently owned, the Vermilion Super 8 Motel is dedicated to providing affordable accommodation for business or leisure travellers.

The Vermilion Super 8 Motel employs 14 full-time and four part-time staff, and employs additional seasonal workers as required.

The Ideal Candidate

The ideal candidate at Vermilion Super 8 will be:

- a hard worker
- have experience working in a motel or hotel
- be a team player
- be able to work different shifts
- be a good communicator

The Work

The type of work available at the Super 8 motel includes:

- Housekeeping
- Front Desk Clerk
- Maintenance

One-on-one internal training is provided to all staff.



Housekeepers

Perform light duty cleaning:

- Sweep, mop, wash, wax and polish floors
- Dust furniture and vacuum carpeting, draperies and upholstered furniture
- Make beds, change sheets and distribute clean towels and toiletries
- Attend to guests' request for extra supplies
- Clean, disinfect and polish kitchen and bathroom fixtures and appliances
- Clean and disinfect public areas
- May handle complaints

Front Desk Clerk

Front desk clerks perform the following duties:

- Maintain an inventory of vacancies, reservations and room assignments
- Register arriving guests and assign rooms
- Answer enquiries



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- Provide information about services available in the community
- Present statements of charges to departing guests and receive payment

Maintenance

Maintenance personnel perform some or all of the following duties:

- perform maintenance and repair of the motel's machinery, equipment and electrical and mechanical systems
- develop and implement schedules and procedures for safety inspections and preventive maintenance programs
- Co-ordinate cleaning, snow removal and landscaping operations

The Hours, Pay and Benefits

Front Desk staff work different shifts as follows:

7:00 a.m. to 3:00 p.m.
3:00 p.m. to 11:00 p.m.
11:00 p.m. to 7:00 a.m.

Housekeeping staff work from 8:00 a.m. to 3:00 p.m.

Vacation and holiday pay are paid according to the *Labour Standards Act* of Alberta.

The wage range for employees is \$10 to \$18 per hour depending upon experience and qualifications.

Super 8 provides dental and medical benefits with 100% of the premiums paid by the employer.

How to Apply

All employment opportunities are advertised in the community newspapers, or at the Alberta

Employment and Immigration job board in the Provincial Building.

Interested applicants are encouraged to drop of their résumés in person to:

Sherry Stalwick
General Manager
Super 8 Motel – Vermilion
5108 – 47 Avenue
Vermilion, AB T9X 1J6

Tel: 780 853-4741
Fax: 780 853-6362

Note that reference checks will be made after an interview takes place.



The Finding Work At Series can be found at www.jobsinvermilion.com, a website managed by the Vermilion and District Chamber of Commerce. This Series is a partnership project by the Government of Alberta, Vermilion and District Chamber of Commerce, Town of Vermilion and HUB. For more information, contact the Chamber at 780 853-6593.

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