

Grand Hotel

Mackinac Island, Michigan | Grandhotel.com | [@grandhotelmichigan](https://www.instagram.com/grandhotelmichigan)



About The Grand Hotel: Since 1887 Grand Hotel beckons guests to a bygone era of old-world hospitality and charm. Experience the tradition of Afternoon Tea in the Parlor, dressing up for dinner, nightly dancing to the sounds of the Grand Hotel Orchestra, and sitting in a rocking chair on the world's longest porch with views of the Straits of Mackinac. This National Historic Landmark has always embraced its rich history, while keeping up with current times. That means today, guests enjoy modern amenities while the hotel's original architecture and charm have been tastefully preserved. Contributing greatly to the hotel's ambiance is the relaxed atmosphere of Mackinac Island, where cars are not allowed and the horse and carriage and bicycle are favored modes of transportation.



Wage: The wage for all positions is **\$10.00/hour**.

Number Of Available Positions: There are approximately **40 positions available**.

Job Descriptions: Grand Hotel summer and seasonal positions are available in our hotel and restaurants from May through October. Located on northern Michigan's Mackinac Island, Grand Hotel offers a beautiful work environment. While Grand Hotel has always embraced its rich history and ambiance, it is our employees' exceptional service and hospitality that makes Grand Hotel an unforgettable experience.

Housekeepers are responsible for cleaning rooms, vacuuming, changing linens and towels, making beds, cleaning bathrooms, and doing laundry. You may have to use chemical cleaning products.

Attractions Attendant Our Front Office provides exclusive, high standard visitor admissions, check in, luggage, concierge and retail service experience for all guests and visitors. Our Admissions Attendant's responsibilities, including greeting all visitors to Grand Hotel, screening arrival visitors whether they are day visitors, hotel guests or guests checking in and directing them accordingly, selling admission tickets to all non-hotel guest visitor who wish to self-tour Grand Hotel, assisting with information on hotel facilities, information, history and directions as well as completing other duties assigned by supervisor to include cross training.

Bellman Our Service Desk provides extensive, high standard luggage services from the moment we receive all guest luggage at the ferry docks until our guests depart Mackinac Island. Our Bellman's responsibilities include handling all incoming and outgoing luggage at the hotel's loading dock, making sure guest luggage is delivered to rooms in a timely manner, keeping in contact with transportation services for prompt deliveries, helping guests locate missing luggage as well as completing other duties assigned by the supervisor to include cross training.

Groundskeeping Our Golf and Ground crew takes care of our golf courses as well as our hotel gardens, featuring our signature Secret Garden and Greenhouse. Our Groundskeeper's responsibilities include the maintenance and upkeep of course grounds, like sweeping, trimming turf grass, planting flowers, assisting our gardening team at the hotel gardens, operating mowing and trimming equipment while maintaining a safe, clean and organized work environment as well as completing other duties assigned by supervisor to include cross training.

Ice Cream Server Our Sadie's Ice Cream Parlor open to all Mackinac Island visitors offers multiple flavor ice cream delicacies with café table seats indoors and cozy benches with an exquisite view outside. Our Ice Cream Server's responsibilities include preparing milk shakes, sundaes, banana splits and other specialties, responding to orders and inquiries, handling cash and credit card payment, maintaining inventory and a clean work station, providing high standard customer service as well as completing other duties assigned by the supervisor to include cross training.

Food and Beverage Assistant Our several restaurants, hotel bars and events are creating a high paced F&B environment, in which we're striving to provide an exquisite experience to our guests. As our F&B assistants are responsible for assisting with opening and closing all bars and the main Beverage Office, including, restocking, icing up, running stock during the day, cleaning and mopping,



assisting during service with running food, cleaning and refilling server and side station, refilling glassware, assisting with setting up and breaking down events as well as completing other duties assigned by supervisor to include cross training. We are providing responsible alcohol serving training, TIPS for this position.

Culinary/Kitchen Worker, Our Main Kitchen services the 750-seat Main Dining Room of Grand Hotel. Our Kitchen Helper team is responsible for practicing proper food safety procedures, acquiring knowledge of properly operating kitchen tools and equipment, following food storage procedures, properly portioning, preparing and wrapping food and learning to work, set up and break down different stations in the kitchen as well as completing other duties assigned by supervisor to include cross training.

Work Hours: You should expect to work **40 hours/week. Overtime is available.** We are extremely busy during the summer so there will be a lot of opportunity to work. Housekeeping works more hours than any other department, and one should not expect a day off every single week. Sometimes it may be several weeks without a day off in that department. Your supervisor will assign your shifts to you. Your supervisor will assign your shifts for you based on occupancy and volume. Scheduling is flexible for AM, MID, PM shifts and days off may not be available every week.

Work Start Dates: We are flexible with our work start dates, but you should plan your U.S. arrival so you can begin working **May 1 – June 15.**

Work Finish Dates: We are looking to hire candidates who can finish working **September 3 – October 15.** The later you can stay, the better. You must give at least two weeks notice of your last day of work.

Uniform: Uniforms are provided to employees. Employees are asked to bring their own white, collared, button-down dress shirts, along with black pants, nude colored nylon stockings, and dress shoes.

Housing Information: We do provide housing for our Exchange Visitors. The housing is dormitory style; you will share a room with 1-3 other people. The accommodation is 5-10 minutes walking distance from the Grand Hotel. The **cost is \$119.00/week,** which will be **deducted from your paycheck.** There is **no deposit.**

Food: The weekly cost for housing also **includes 3 meals/day** in our employee cafeteria. You will not need to buy groceries or cook for yourself. Breakfast, lunch, and dinner are provided.

Area Description: Mackinac (MACK-in-awe) became one of the nation's favored summer resort destinations during the Victorian era. Vacationers arrived in large lake excursion boats from Buffalo, Cleveland, Chicago and Detroit seeking the cooler weather on Mackinac Island. They danced to Strauss' waltzes, listened to Sousa's stirring marches, dined on whitefish and strolled along the broad decks. To accommodate overnight guests, boat and railroad companies financed the building of the Grand Hotel. One of the most noticeable differences on Mackinac Island (which is accessible only by boat and plane) is the absence of automobiles. Visitors and residents travel by foot, bicycle or horse-drawn carriage. There are only 600 year-round residents. And during the summer, there are more than 500 horses. View [Mackinac Island Pure Michigan commercial](#). To learn more about Mackinac Island, please visit MackinacIsland.org and [Mackinac State Historic Parks](#). For Mackinac Island weather information, visit [Before You Go](#).