



JOB OPPORTUNITY: HOUSEKEEPING/KITCHEN ASSISTANT

POSITION SUMMARY: The Housekeeping/Kitchen Assistant at the direction of the Safety & Operations Manager, maintains cleanliness and hygiene in the campsite facilities and assists with meal preparation and kitchen duties as needed. This is a full-time position for the 2024 exploration season, approximately May to October.

KEY RESPONSIBILITIES:

- Clean and maintain the campsite facilities, including common areas, accommodation units, washrooms, and dining areas.
- Restock supplies such as toiletries, towels, bedding, and cleaning materials.
- Assist the camp chef in food preparation as needed.
- Help with meal service, including setting up dining areas, serving food, etc.
- Follow proper food handling and hygiene practices to ensure food safety.
- Assist in general kitchen cleaning tasks, such as sweeping, mopping floors, wiping countertops, and sanitizing kitchen equipment.

MINIMUM QUALIFICATIONS:

- High school diploma or equivalent
- Previous experience in housekeeping and/or kitchen assistance is preferred.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Ability to work efficiently in a remote campsite environment.
- Excellent organizational skills with attention to detail.
- Good communication and interpersonal skills to work effectively within a team.
- Flexibility to adapt to changing work schedules and priorities.
- Proactive and collaborative attitude, committed to working in a team environment based on respect, trust and accountability in pursuing shared goals.
- Mindset that factors personnel safety, environmental protection, and community commitment into every decision and action.
- Self-motivation with good attention to detail.
- Valid driver license with clean driving record.
- All employees must pass a background check and pre-employment drug test.
- Valid standard first aid certification a plus.

SCHEDULE: Work hours are generally 7 AM - 4 PM; schedule and rotations to be discussed.

PAY RATE: \$18 - \$25 per hour DOE.

LOCATION: Palmer Project Camp near Haines, Alaska.

We are an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. All employment decisions are based on qualification, merit, and business need.

Qualified applicants interested in joining our dynamic team are encouraged to submit an application or cover letter and resume with **Housekeeping/Kitchen Assistant** in the subject line to:

careers@constantinemetals.com

Applicants may also deliver their documents
in-person: 120 2nd Ave North, Haines, AK **OR** by mail: P.O. Box 315 | Haines, AK | 99827