



Physical Address: 210 Jim Poor Ave Cordova Alaska, 99574  
Mailing Address: P.O. BOX 846 Cordova Alaska, 99574  
Seafood Processor and Fish Filleters  
Cordova Alaska

**Northern Fish Alaska:** is Seeking Motivated and goal orientated persons who enjoy job satisfaction with quality and professionalism of a Job well done.  
Northern Fish Alaska is looking for salmon seafood processors to be a part of our 2016 Salmon Season.

We are searching for talented fish fillets and processors to work at our Processing facility in Cordova, Alaska for a season running from mid-May till mid-July, some positions will be active until Late September. This is a labor intensive position working at a seafood processing facility. The hours can be very long in a cold, wet, and noisy environment. This position requires dedication, Professionalism and a willingness to make money through long hours and hard work.

#### **The Job Details:**

- For Seafood Processor Pay rate is \$10.00 per hour, DOE Depending on Experience and For Fish Filleters Start \$12 per hour DOE Depending on Experience Overtime is calculated for all hours worked over 8 hours in a day and over 40 hours in a week.
- Work may entail long days of work up to 7 days a week during peak season. While lots of hours can be expected, nothing is guaranteed as the fish are wild and this is fishing.
- This position is stationed in a cold, wet, and loud work environment. Please be prepared!
- Tasks will vary based on need. Duties include, cutting, cleaning, boxing, counting, and other tasks as assigned.
- Must be able to lift 50 pounds and be able to stand for the length of the work shift.

#### **Employment Details:**

- All employees will be drug tested at either a recruiting event or upon arrival at the facility. Northern Fish Alaska has zero tolerance for drugs and alcohol, positive tests will result in immediate termination. Please note: **We follow Federal guidelines and as such, we view marijuana as an illegal substance. This is a zero tolerance drug and alcohol free work place.**
- Employees must present work authorization documentation for the I-9 Form **Legal Documents.** Be prepared to present any of the following documents:

1. US Passport
2. Permanent Resident Card or Alien Registration Receipt Card
3. Employment Authorization Document
4. Driver's License or ID card issued by State

5. ID card issued by federal, state, or local government agencies or entities
6. School ID card with photograph
7. Voter's Registration card

If you present any of the documents numbered 4-7 above, you will also need to present any of the following:

8. Social Security Card
9. Certification of Report of Birth/Original or certified copy of birth certificate
10. Native American tribal document
11. US Citizen ID Card
12. Employment authorization document issued by the Dept. of Homeland Security

We provides a bunkhouse-type of housing with up to 4 individuals of the same gender assigned to each room. The buildings are located onsite which, is just a short walk away from the plant. Each resident will have his/her own bed with a mattress, pillow, linen, blanket,

You will reside in the company bunkhouse and will share a room with several fellow employees. Meals are provided in the company cafeteria. Room and board is charged for the salmon season, at the rate of \$10/day. The amount shall be deducted from the employee's paycheck every payday. This charge will be applied only to days worked 8r or more.

While housed onsite, employees are expected to follow the company's bunkhouse rules and regulations which are spelled out in the Employee Handbook and will be strictly enforced by the bunkhouse manager. We have zero tolerance for drugs and alcohol both in the workplace and the bunkhouse. Breaking any of the rules will be considered grounds for termination.

Meals are served cafeteria-style at designated hours of the day. Please note that the kitchen staff will not prepare special meals if you missed your schedule or if you are on a special diet such as vegetarian, vegan, or gluten-free.

**Warm Clothes.** This means clothes that can withstand a wet, cold and humid environment. Layering works well for most people. We provide free laundry service. Given the number of workers however, you cannot have your clothes washed as often as you please. In fact, each room will have a designated laundry day in a given week. You will need to bring several changes of clothes to tide you over for at least a week or so. Try to bring clothes that will survive constant wash and wear or that you are not worried about throwing away at the end of the season.

**Personal toiletries.** Bring your own shampoo, bath soap, deodorant, toothpaste, toothbrush, and other personal hygiene items. The bunkhouse toilets are provided with bath tissues and nothing more. There are no 24/7 convenience stores located near our plant. By the time you arrive at our plant it may be late at night or you will be expected to work right away and you won't have the chance to go to town to grab these items.

**Other personal items.** Alarm clocks are optional. But if you don't want to be late for work, you might want to bring one or perhaps, your cellphone or laptop may be set to wake you up to start your shift. A word of caution though on bringing valuable items like laptops, iPads, iPods, pieces of jewelry, expensive CD/MP3/video players. You will be responsible in securing these items in your own room in the bunkhouse which you will be sharing with four other employees. We don't provide storage with secured locks due to limited space both in the bunkhouse and the plant. Northern Fish Alaska will not be obligated to compensate you for any loss or theft of your personal effects. If you insist on bringing those items, it will be at your own risk.

Northern Fish Alaska will provide a prepaid airfare However, only from your point of hire.

Your point of hire is Seattle, WA. Or Anchorage Northern Fish Alaska will provide transportation from your work location and return transportation provided you have successfully completed your employment or your employment is not terminated but not limited to intoxication, fighting and or job abandonment.

If you terminated for any reason transportation home will be charge on your last pay check

"Prepaid airfare" means we buy your ticket, provide you the flight details, and all you need to do is show up at the airport. Make sure you have all your trip information before the day for your scheduled departure. If you miss your flight or decide to change your departure date, you will have to pay for the change fee and the difference between the cost of your ticket and the new ticket.

Transportation will be arranged by the plant and directions will be communicated to you by the human resources office well in advance of your departure.

Frank Crabtree

General Manager Northern Fish Alaska

Cordova AK, 99574

Send Resume to [HRCordova@northernfish.com](mailto:HRCordova@northernfish.com)

