



Front Desk Associate - Big Sky, MT

Job Information

ID : #41786008
of Positions : 11
Minimum Education Level : Less than High School
Experience Required : none
License Required: None
Training : Non
Salary : \$16.64 hourly
Duration : Full Time Temporary
Shift : Rotating
Hours per week: 35
Start Date : 11/1/2026

Job Description

Big Sky Resort, LLC, located in Big Sky, Montana, seeks eleven (11) full-time, temporary Front Desk Associates. Dates of need: November 1, 2026, to April 30, 2027. Duties: greeting guests, assisting with check-ins, processing transactions, answering questions in-person and on the phone in a friendly manner, and remaining available to assist guests as needed throughout their stay and assist with departures. Front desk associates will also work with other departments at Big Sky Resort to assist guests and team members to solve problems, including but not limited to coordinating lost and found items, placing maintenance work orders, distributing master keys to employees, and transferring phone calls to the appropriate department. Will report directly to the Front Desk Manager at Big Sky Resort. Requirements: No minimum education required. Three (3) months of prior work experience required. Location: All worksites located in Madison County, Montana. Daily transportation: Daily transportation to and from worksite is provided. Travel is not required. On-the-job training is provided.

Schedule: 35 hours per week. Monday through Sunday (schedule varies). Work schedule can include evening, weekend, and holiday hours. Shifts examples: 7:00am - 2:00pm, 3:00pm - 10:00pm, or 1:00pm - 8:00pm (shift hours may vary). A single workweek will be used to compute wages due.

Wage & Benefits: \$16.64 per hour, paid weekly. Overtime is available at \$24.96 per hour. Front Desk Associates may be eligible for commission based on upsells and walk-in reservations. Additional, optional benefits may be offered to worker, for worker's sole benefit, including but not limited to 401k. If voluntarily elected by worker, employee costs/contributions for benefits will be deducted from paycheck.

Optional housing is offered for workers who are relocating to begin employment on a first come, first serve basis. Cost of housing, if elected, is up to \$185.00 per week, to be deducted from paycheck if housing is elected. A one time, partially refundable \$200.00 security deposit is required to be paid directly to employer upon acceptance of housing. A \$50 non-refundable cleaning fee is included in the security deposit. Employer will make all deductions from the worker's paycheck required by law.

Inbound/Outbound transportation & subsistence: If the worker completes 50% of the work contract period, employer will pay directly for and/or reimburse workers for transportation and subsistence from the place of recruitment to the place of work. Upon completion of the work contract or where the worker is dismissed earlier, employer will provide or pay for worker's reasonable costs of return transportation and subsistence back home or to the place the worker originally departed to work, except where the worker will not return due to subsequent employment with another employer. The employer will pay directly for and/or reimburse workers for all reasonable inbound transportation and subsistence costs within the first workweek. The employer will pay directly for and/or reimburse workers for all reasonable outbound transportation and subsistence costs during the last workweek. The amount of transportation payment or reimbursement will be equal to the most economical and reasonable common carrier for the distances involved. Daily subsistence will be provided at a rate of \$16.78 per day during travel to a maximum of \$68.00 per day with receipts.

>¾ Guarantee: The employer guarantees to offer work for hours equal to at least three fourths of the workdays in each 12-week period of the total

employment period. Tools: The employer will provide workers at no charge all tools, supplies, and equipment required to perform the job. Visa & related expenses: H-2B workers will be reimbursed in the first workweek for all visa, visa processing, border crossing, and other related fees, including those mandated by government (excluding passport fees).

How to apply: Inquire or send applications, indications of availability, and/or resumes to Montana State Workforce Agency, P.O. Box 1728, 1315 East Lockety, Helena, MT 59604, (406) 444-2981 or the job service office nearest you. Mail resume to Korbin Frederick, Big Sky Resort, P.O. Box 160001, Big Sky, MT 59716, (406) 995-5706.

Company Information

Name : [Big Sky Resort](#)

Description : Big Sky Resort is seeking help in several areas for the upcoming summer season. We are seeking candidates who can assist in exceling our mission statement: "We Consistently Create Exceptional Experiences for our Guests." With the abundance of outdoor activities from hiking, biking, fishing, camping, and any other outdoor desires you possess, Big Sky has it for you. The community itself is small but unbelievably friendly and energetic. Stop by the weekly farmers market and concert series or take a hike to Ousel Falls and you will see why you should consider living in Big Sky Montana.

Type : Direct Employer

Address : 50 Big Sky Resort Road
Big Sky, MT 59716

Application Information

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Apply by mail : Attn: Korbin Frederick
Attn: Korbin Frederick, Big Sky Resort
P.O. Box 160001
Big Sky, MT 59716

Job Posting Entered On : 8/11/2026

Job Posting Expires On : 9/10/2026