

Providing work opportunities with:

## **WILLAMETTE PASS RESORT**

**MSL, Inc. consists of skilled, talented and creative individuals dedicated to providing our customers a quality experience by consistently offering good value, products, and services.**

Dear Applicant:

Thank you for your interest in working for MSL, Inc. MSL, Inc. provides personnel for the operations of Willamette Pass Resort. We believe that we offer a unique employment opportunity to individuals who are service oriented and represent our active, health conscious customers. We are committed to hiring the best personnel to achieve success. Our goal is for every customer to be so pleased with the experience we provide them that they will choose Willamette Pass as their favorite mountain for winter recreation. To accomplish this goal it is also critical that we make sure that our team members are motivated to perform at the highest level.

Willamette Pass operates between mid-November and mid-April. We are open all holidays and vacation times, including Christmas Day. All employees may be scheduled to work holidays. Full time and part time positions are available. You must work all scheduled days or please do not apply.

A listing of all positions available is attached. Be certain to list three specific positions that you are qualified for and/or are interested in. Incomplete applications will not be considered for employment. In the interest of assuring that we select the right person for the right position, we have developed the following pre-employment procedures:

APPLICATION: Read through these application procedures and then complete the application on the following pages. Please retain this letter and the ski area fact sheet for your records. Mail the completed application to:

**MSL, Inc.**  
**P.O. Box 5550**  
**Eugene, OR 97405**

All applications will be carefully reviewed and considered under MSL, Inc's equal opportunity employment guidelines:

*It is MSL, Inc.'s policy to provide equal employment opportunities to all qualified employees and applicants for employment without regard to race, color, sex, religion, age, national origin or other factor protected by law. MSL, Inc. will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, sex, religion, age, national origin or any other factor protected by law. This policy applies to all terms and conditions of employment, including, but not limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rights of pay or other forms of compensation; and selection for training, including apprenticeship. MSL, Inc.'s policies and procedures are intended to comply with applicable federal, state and local laws governing discrimination in employment.*

*MSL, Inc. will, in all solicitations or advertisements for employees placed by or on behalf of MSL, Inc., state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin or any other factor protected by law.*

*MSL, Inc. complies with applicable federal, state and local laws providing for nondiscrimination against and accommodation of qualified individuals with disabilities who can perform the essential functions of the job with or without reasonable accommodation.*

*MSL, Inc. participates in E-Verify and will provide the federal government with your form I9 information to confirm that you are authorized to work in the United States.*

PRE-EMPLOYMENT SCREENING: Complete the attached ski area data questionnaire covering information about Willamette Pass. The application and questionnaire will be used to assist our Human Resource Department in selecting and preparing for interviews. To be eligible for employment with MSL INC., all individuals must pass a pre-employment drug screen that will be scheduled by our Human Resource Department. Random drug screening will occur throughout the season. MSL Inc has a **ZERO** tolerance policy for Drugs & Alcohol. Individuals applying to certain departments may be subject to background check as well. All individuals must agree to conform to MSL Inc. standards regarding hygiene and dress codes.

INTERVIEWS: Interviews will be held for those individuals selected by Department Managers/Supervisors. Those individuals selected for hiring will be contacted by mid-November. The pre-employment drug screen will be scheduled during this stage of our screening process.

ORIENTATION: The **REQUIRED** employee orientations will occur in November for ALL individuals hired for the full season. At that time, a complete I-9, W-4 and Employee Information sheet must be filled out. This will be done before the completion of the hiring process. Orientation, if successfully completed, is paid at minimum wage for 4 hours, and is considered minimum training required by WPR. Additional training and certification levels may apply to certain job categories. Additional orientations may be scheduled for employees hired after the start of the season.

Again, thank you for expressing an interest in working for MSL, INC. In our efforts to provide the best recreation experience for the best value, we are encouraged to have you consider joining our team.

**WILLAMETTE PASS RESORT  
FACT SHEET**

Mailing Address	P.O. Box 5550, Eugene, OR 97405
Information	<a href="http://www.willamettepass.com">www.willamettepass.com</a>
Snow Phone	(541) 345-SNOW (7669)
Ski Area Location	Milepost 62 on Hwy 58
Winter Season	Mid-November through March
Winter Operating Hours	9:00am-4:00pm
Winter Operating Days	Wednesday – Sunday, Monday holidays, every day of Christmas and Spring breaks
Summit Elevation	6,683 Feet
Base Elevation	5,120 Feet
Vertical Rise	1,563 Feet
Average Snowfall	430 Inches
Average Snow Depth	January – 80" February – 84" March – 92"
Skiable Terrain	29 Trails: 6 Beginner 13 Intermediate 10 Advanced 555 Acres skiable terrain, 225 Acres groomable terrain
Longest Run	Kaleidoscope/Perseverance 2.1 Miles
Steepest Run	RTS up to 52 degrees
Industry Firsts	<u>First:</u> six person high speed detachable lift in Oregon <u>First:</u> snowmaking system in the Northwest <u>First:</u> ticketing and access system in the Northwest <u>First:</u> express rental program in the Northwest <u>First:</u> "Magic Carpet" in Oregon <u>First:</u> Winch Sno-Cat Grooming in the Northwest <u>First:</u> Summit Lift in Oregon

**LIFTS:**

**BEGINNING**

<b>Magic Carpet</b>	Surface Lift
Length	100 Feet
Vertical Rise	8 Feet
Uphill Capacity	240 Skiers/Hr

**Sleepy Hollow**

	Triple Chair
Length	870 Feet
Vertical Rise	100 Feet
Uphill Capacity	1,800 Skiers/Hr

**INTERMEDIATE**

<b>Twilight</b>	Triple Chair
Length	3,300 Feet
Vertical Rise	798 Feet
Uphill Capacity	1,800 Skiers/Hr

**ADVANCED**

<b>EAGLE PEAK ACCELERATOR</b>	Six Person Chair
Length	5,270 Feet
Vertical Rise	1520 Feet
Uphill Capacity	3,000 Skiers/Hr

**Peak II**

	Triple Chair
Length	3,120 Feet
Vertical Rise	886 Feet
Uphill Capacity	1,800 Skiers/Hr

*ACCOMMODATIONS:*

Overnight lodging is available at these local participating providers:

Shelter Cove Resort	2 miles SE on Odell Lake	541 433-2548
Willamette Pass Inn	7 Miles east on Hwy 58	541 433-2211
Odell Lake Resort	6 Miles east on Odell Lake	541 433-2540
Crescent Creek Cottages	12 Miles east on Hwy 58	541 433-2324
Oakridge Best Western	27 Miles west on Hwy 58	541 782-2212
Cascade Motel	27 Miles west in Oakridge	541 782-2489
Crescent Motel	23 Miles east in Crescent	541 433-2838
Gilchrist Inn	30 Miles NE in Gilchrist	541 433-2878
Crescent Lake Resort	9 Miles east off Hwy 58	541 433-2505



Employment Application

APPLICANT INFORMATION				
Last Name		First		M.I.      Date
Mailing Address				Apt/Unit #
City		State		ZIP
Phone		E-mail		
Social Security No.      -      -		Full Time <input type="checkbox"/>	Part Time <input type="checkbox"/>	Days Available M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F <input type="checkbox"/> S <input type="checkbox"/> Su <input type="checkbox"/>
Are you under 18?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, month and year of birth
Have you ever worked at Willamette Pass?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?      Department

AVAILABLE POSITIONS			
<b>Food and Beverage</b>	<b>Lift Operations</b>	<b>Rental Shop</b>	<b>Night Operations</b>
Restaurant Supervisor*	Lift Operations Supervisor*	Assistant Supervisor*	Slope Manager*
Restaurant Crew	Operator in Charge (OIC)**	Rental Technician	Grooming Supervisor*
Lounge Supervisor*	Lift Attendant	Nordic Technician	Snowcat Operator*
Lounge Bartender	Lift Maintenance*		Equipment Operator*
Lounge Server		<b>Ski/Snowboard School</b>	Snowmaking*
Inventory Clerk*		Ski/Snowboard School Supervisor*	
	<b>Parking Lot</b>	Ski Instructor	<b>Vehicle Maintenance</b>
<b>Cashiering/Customer Service</b>	Parking Lot OIC**	Snowboard Instructor	Mechanic*
Head Cashier*	Parking Attendant	Nordic Instructor	
Guest Services		BaseCamp Coordinator*	<b>Facilities</b>
Ticket Sales	<b>Ski Patrol</b>		Housekeeping
Restaurant Cashier	Ski Patroller***	<b>Other</b>	
Retail Cashier	Snowboard Patroller***		

POSITIONS APPLIED FOR		
First Choice	Second Choice	Third Choice

\*provide a copy of your resume and an outline of your training and certification  
 \*\*provide an outline of your training and certification  
 \*\*\*Please visit [www.wpsp.org](http://www.wpsp.org) for more information on joining ski patrol.

EDUCATION					
High School		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, highest level completed
College		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

<b>PREVIOUS EMPLOYMENT (List most recent first)</b>		
Company		Phone (    )
Address		Supervisor
Job Title		
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>		
Company		Phone (    )
Address		Supervisor
Job Title		
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>		
Company		Phone (    )
Address		Supervisor
Job Title		
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>		
<b>REFERENCES</b>		
<i>Please list three references.</i>		
Full Name	Relationship	Phone (    )
Full Name	Relationship	Phone (    )
Full Name	Relationship	Phone (    )
<b>DISCLAIMER AND SIGNATURE</b>		
<p>I authorize investigation of all statements contained in this application including the release of requested information by former employers. I understand that in connection with this application, for some positions, background check, consumer report and/or an investigative consumer report will be requested whereby information is obtained through personal interviews with my neighbors, friends, associates, physicians or with others with whom I am acquainted. I understand that misrepresentation or omission of fact is a cause for dismissal.</p>		
Signature		Date

### Ski Area Data Questionnaire

Please refer to any of the materials provided in this employment package to answer the following questions.

1. Willamette Pass is scheduled to be open all holidays. True\_\_\_\_\_ False\_\_\_\_\_
2. When is the projected opening date for Willamette Pass this year? \_\_\_\_\_
3. All employees are required to attend an orientation at the Ski Area. True\_\_\_\_\_ False\_\_\_\_\_
4. The Snow-Phone number is? \_\_\_\_\_
5. The name of the longest run at Willamette Pass is? \_\_\_\_\_
6. What is the closest lodging to Willamette Pass? \_\_\_\_\_
7. How many surface lifts does Willamette Pass have? \_\_\_\_\_
8. In a given hour of operation at Willamette Pass, how many skiers can Eagle Peak and Peak 2 transport uphill combined?  
\_\_\_\_\_
9. Workers at Willamette Pass are employees of what company? \_\_\_\_\_
10. Name three industry firsts at Willamette Pass? \_\_\_\_\_
11. What is the average monthly snow depth (in feet) at Willamette Pass in March? \_\_\_\_\_
12. How many vertical feet of skiing does Willamette Pass offer from the summit of Eagle Peak? \_\_\_\_\_
13. Where can you look online for Willamette Pass information? \_\_\_\_\_
14. What are the main reasons you would like to work at Willamette Pass? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
15. How will you benefit the Willamette Pass team? (Use another sheet of paper if necessary.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Personality Inventory

Please check only ONE of the answers for each question. There are no right or wrong answers, only personality differences.

- |  |  |
|--|--|
| <ol style="list-style-type: none"><li>1. When I've had a stressful day I prefer<br/>___A. Quietly unwinding<br/>___B. Being with friends</li><li>2. When I'm upset the first thing I want to do is<br/>___A. Think it through<br/>___B. Vent to several people</li><li>3. If I'm trying to find out about something, I concentrate my efforts on<br/>___A. Making sense of all the pieces<br/>___B. Reviewing the facts</li><li>4. I tend to look at<br/>___A. The big picture<br/>___B. The details</li><li>5. I would rather<br/>___A. Listen more than talk<br/>___B. Talk more than listen</li></ol> | <ol style="list-style-type: none"><li>6. When I'm deciding how to handle an issue I think it is most important to consider<br/>___A. How it will affect others<br/>___B. How logical it is</li><li>7. Which would my friends be more likely to call me?<br/>___A. Emotional<br/>___B. Intellectual</li><li>8. When there is a job to do I usually<br/>___A. Have a specific way I like to do it<br/>___B. Do it however I reasonably can</li><li>9. People would probably call me<br/>___A. Organized/planner<br/>___B. Relaxed/spontaneous</li><li>10. I would call myself<br/>___A. Impulsive<br/>___B. Cautious</li></ol> |
|--|--|