

## Host Profile

### The Little Nell - 2025 Summer



Owned and operated by Aspen Hospitality, the Little Nell, Aspen's only Five-Star, Five-Diamond, ski-in/ski-out hotel offers luxury services and unparalleled access to America's most famous mountain town. A Relais & Châteaux resort, the Nell is frequently recognized for its award-winning wine and culinary programs and dedicated service. The property boasts a variety of amenities, including two restaurants, three bars and a wine cellar and a speakeasy. During ski season, Nell guests have access to a ski concierge service and winter adventures and lush gardens along with off-road, stargazing, fly fishing and mountaintop yoga adventures in summer months; plus, a pool, hot tub and health center year-round. The Little Nell has been acknowledged with numerous awards including being named a Forbes Five-Star hotel since 1995, a AAA Five-Star hotel since 1991, a Wine Spectator Grand Award winner since 1997, recognition as one of America's 100 Best Wine Restaurants from Wine Enthusiast and frequently nominated for its Outstanding Wine Program by the James Beard Foundation. Coming in 2026, Aspen Hospitality will open its first Nell hotel outside of Aspen in New York City. [www.thelittlenell.com](http://www.thelittlenell.com).

### Preferred Dates

**Start**

May 25 2025 - Jun 09 2025

**Finish**

Sep 20 2025 - Sep 30 2025

### Business

**Bonuses Available**

There are no bonuses

### Interview with The Little Nell

The Little Nell is interviewing for all positions on **Feb 12**. Sign up now to secure your spot!

[Sign Up Now!](#)



### The Little Nell

[Hotel](#) [Rocky Mountains](#)

Last Logged In: Jan 15 2025

[675 E Durant Ave, ASPEN, CO 81611](https://www.thelittlenell.com)

[View Website](#)

### **Uniform or Dress Code Requirements**

Students must bring black work shoes, black socks and black belt.

- Jewelry must be conservative and coordinate with uniform. Earrings are not to be larger than the size of a quarter. If a second earring is worn it must be a small post type. No visible body piercing except for earrings. No gauge type earrings are allowed.
- Front of House/ Guest facing employees may not wear cloth or plastic jewelry.
- Tattoos on the face or neck are not allowed. Offensive tattoos are not allowed.
- All hair must be of natural color, well-kept and in a conservative hairstyle.
- Males may wear a fully grown, neatly trimmed beard. The length of the beard must not exceed ½ inch off the face.
- Facial hair must be fully grown in at the beginning of employment or season. Partially grown in facial hair is not allowed.
- Nails are to be conservative in length, clean and well- manicured so they do not interfere with work. If nail polish is worn it must be a conservative color. Polish must be well maintained and free of chips. Nail art, jewels and extreme bright colors are not allowed.
- Light make up is encouraged for females and should be professional and tastefully applied

### **Work Schedule Details**

Managers will post employees schedules 1 week in advance and employees are scheduled based on business demands.

### **Meals Included**

One complementary meal per shift.

### **Paycheck Deductions (in addition to taxes)**

No, unless you pay for your seasonal buss pass that way

### **Drug Testing Requirements**

post workplace accident testing

## **Housing**

### **Housing Type**

Provided

### **Description**

We offer dorm style/shared bedroom housing or four-bedroom apartments where each person has their own room. Rooms are assigned on a first come, first served basis. Rent varies by property and ranges between \$600-\$1000 per month.

The following would be due prior to moving in; security deposit (equivalent to one month's rent, refundable if the unit is left in good conditions and free of damage after moving out), \$100 cleaning fee (refundable if unit is left clean) admin fee (\$100, non-refundable), first month's rent.

### **Rent**

\$250.00/week

### **Housing Deposit**

\$1,000.00

### **Housing Deposit Refund**

Housing is on a first come first serve basis. Deposits are refunded upon move out as long as apartment is clean and free of damage.

### **Rent deducted from wages**

No

### **Number of people sharing housing**

4

### **Number of people sharing a bedroom**

2

### **Number of people sharing a bathroom**

2

### **House Rules**

no parties, no smoking in the units, no pets, no overnight guests

### **Cleaning Responsibilities**

Participants are responsible for cleaning their housing, no cleaning supplies are provided

### **Laundry**

Yes, and yes, there is a cost

### **Furniture in Housing**

Bed, Chairs, Couch, Table

### **Utilities included at no additional cost**

Electric, Gas, Heating, Trash, Water

### **Utilities available for additional cost**

Internet: \$\$40-\$80 a month, to be shared among roommates a month, Television: \$dependent on provider a month

### **Day goods and services near housing**

entertainment, Grocery, Laundry, Town Center

**Distance from work**

up to 25 miles from hotel.

**Available Transportation**

City run bus public transportation, Roaring Fork Transit Authority, to and from work.

**Estimated Transportation Cost**

\$10.00/week

## Cultural Opportunities

**In the area**

Hiking, biking, rafting, paddleboarding, camping, outdoor concerts, on mountain dining. X-Games, Aspen Art Museum, Aspen Historical Society tours, Aspen Arts.

**Provided by Host**

Employee holiday celebrations, employee end of season celebrations, company sponsored volunteer opportunities

## Job Listings

### Public Area Attendant

**2 Positions**

**\$23.00** /hour

**35 hours** /week

Maybe Overtime

**Position Description**

Public Area Attendants are responsible for general maintenance, garbage removal, sweeping and cleaning of public areas, such as parks, public restrooms, and recreational facilities. Your employer may ask you to perform other duties related to your job type. If you have questions or concerns about this, please contact InterExchange.

### Server Assistant

**11 Positions**

**\$12.54 + tips** /hour

**32 hours** /week

**Overtime Wage** ⓘ

\$18.81 /hour

Tipped

Maybe Overtime

**Position Description**

Server Assistants are responsible for helping to set tables, deliver food/drink orders, and additional kitchen/busser duties as needed. Your employer may ask you to perform other duties related to your job type. If you have questions or concerns about this, please contact InterExchange.

### **Additional Description**

As a hotel, we will have 3 different positions within the server assistant category:

#### **1. Back Server:**

##### **Summary**

The Back Server serves food and beverage in a timely, friendly, and professional manner according to established Forbes 5 star standards and procedures.

**Pay Rate: \$14.00 plus tips if AM Back Server or \$12.54 plus tips if Ajax Back Server**

##### **Essential Job Functions**

- Food and wine knowledge/service
- Use suggestive selling technique for food and beverage
- Attend daily pre-meal tasting
- Ensure friendly greeting to all guests
- Take order and serve food and beverage request promptly. Ensure that established service procedures and standards are followed
- Check with guest during meal for guest satisfaction
- Responsible for guest check and proper payment
- Have accurate working knowledge of the Micros system
- Set-up station and tables prior to service
- Assist in clearing and set-up of tables during service
- Ensures tableware is clean and in place
- Completes side duties
- Maintain the proper care and cleanliness of tableware, serving equipment and service areas (front and back of house)
- Make manager aware of all guest comments and complaints
- Maintain positive communication with service personnel
- Is familiar with Colorado liquor laws does not serve intoxicated guests or minors
- Carries tools necessary to perform job, ie crumbers corkscrew etc
- Is knowledgeable of 5 star standards and adheres to them in every aspect of operations.

#### **2. Houseperson in Banquets:**

##### **Summary**

The Banquet Houseperson is responsible for the set-up, breakdown, general cleanliness and maintenance of the meeting rooms and banquet areas.

**Pay Rate: \$20 no tips**

##### **Essential Job Functions**

- Extend friendly greeting to guests in meeting rooms and public areas
- Responsible for master keys and pagers, ensure their safe return to PBX
- Set rooms according to banquet event orders and standards
- Responsible for setup and breakdown of all meeting rooms and functions
- Setup, breakdown and maintain all A/V equipment
- Assist in banquet service. Assist in transporting food and tableware to and from the kitchen.

Assist in coordinating breakdown station for dirty dishes

- Transport and handle equipment and furniture with care to meeting rooms and off property events. Avoid damaging walls, doors and furniture when transporting equipment and furniture
  - Breakdown and clean meeting rooms. Clean and organize banquet back hallway and banquet storage rooms
  - Inform Banquet Manager of guest comments and complaints
  - Maintain positive communication with banquet staff and all F&B departments.
  - Will report to work in a neatly groomed and acceptable manner as outlined in the employee handbook
  - Responsible for the upkeep and cleanliness of the catering vehicles
- Responsible for assisting all team members in organization of kitchen items, to include, dry goods, kitchen equipment, storage containers, cleaning supplies and proper rotation and organization of all food deliveries.

#### **3. Food Runner**

##### **Summary**

The Food Runner serves food to guests per Forbes 5-star standards.

**Pay Rate: \$21 no tips**

##### **Essential Job Functions**

- Serve food to guests according to standards
  - Run dishes and make serving dishes a high priority
  - Proficient in all E47 menus and can describe all menu items to a guest if/when necessary
  - Well versed in all Wines by the Glass (BTG) offerings
  - Has working knowledge on wine-cellar and able to find wines if/when needed
  - Assist in clearing dishes from guests
  - Responsible for set-up the expediting line
  - Polishes glasses and silverware during the entire shift and as time allows
  - Maintain the proper care and cleanliness of serving equipment. Stack and handle china, glassware, silver to avoid breakage
- Assist in closing jobs (i.e., re-set dining room, stock equipment, etc.)

- Attend daily pre-shift meetings
- Maintain positive communication with service and kitchen staff
- Make managers aware of the guest's comments and complaints
- Display advanced knowledge of all menu items and able to describe dishes proficiently to guest
- Maintain positive communication with service personnel
- Carries tools necessary to perform the job, i.e., corkscrew, lighter, pen, notepad, etc.
- Knowledgeable of Forbes 5 star standards and adheres to them in every aspect of the operation

## Spa Attendant

**2 Positions**

**\$20.00** /hour

**35 hours** /week

Maybe Overtime

### Position Description

Spa Attendants are responsible for keeping the spa and locker room safe and clean. Job duties include mopping floors, cleaning bathrooms and showers. You should also be prepared to help out where needed and in general help keep the resort clean and running smoothly. Your employer may ask you to perform other duties related to your job type. If you have questions or concerns about this, please contact InterExchange.

## Food Prep/Prep Cook

**3 Positions**

**\$22.00** /hour

**32 hours** /week

**Overtime Wage** ⓘ

\$31.50 /hour

Maybe Overtime

### Position Description

Prep Cooks are responsible for preparing and cooking orders per recipe guidelines, preparing batters, slicing meats and vegetables. You will be in charge of restocking and maintaining workstations to assure plenty of product is always available, and for cleaning of all workstations at the end of the day, including sweeping and mopping of floors. Your employer may ask you to perform other duties related to your job type. If you have questions or concerns about this, please contact InterExchange.

***SWT Regulations prohibit employment in positions declared hazardous to youth by the Secretary of Labor at Subpart E of [29 CFR part 570](#). This includes the operation of deli slicers, including setting-up, adjusting, repairing, or oiling such machines or the cleaning of such machines or the individual parts or attachments of such machines, regardless of the product being processed by these machines (including, for example, the slicing in a retail delicatessen of meat, poultry, seafood, bread, vegetables, or cheese, etc.).***

### Additional Description

#### Summary

The Cook III is primarily responsible for the station assigned. Maintains mise en place and prepares hot and cold foods for the restaurant according to Chefs specifications and for catered events as required.

#### Essential Job Functions

- Set up station and mise en place to Chefs specifications
- Cooks food to order
- Set up, maintain, work and breakdown station and maintains area cleanliness throughout shift, cleans work area at shift end
- Properly stores all mise en place at shift end
- Submits production needs for following day by shift end
- Advanced sauce knowledge, for example, demi-glace
- Be proficient in sauté, grill and roasting stations
- Make Manager aware of guests' comments and complaints
- Report to work in a neatly groomed and acceptable manner as outlined in the employee handbook
- Report to shift on time
- Comply with all policies and procedures for the Food and Beverage Department, The Little Nell, and Aspen Skiing Company
- Is familiar with hotel fire and safety procedures. Assist in emergency and security procedures as directed by management
- Complete tasks and projects delegated by your manager and assist other departments as business volumes and staff levels demand
- Knowledge of safe and sanitary work conditions and proper food storage
- Responsible for assisting all team members in organization of kitchen items, to include, dry goods, kitchen equipment, storage containers, cleaning supplies and proper rotation and organization of all food deliveries

#### Qualifications

- High School diploma or equivalent
- Two years of food preparation experience
- Culinary degree or equivalent

### Host/Hostess

#### 3 Positions

Tipped Maybe Overtime

**\$19.00 + tips** /hour

**32 hours** /week

**Overtime Wage** ⓘ

\$28.50 /hour

#### Position Description

Hosts/hostesses are responsible for helping customers, seating them, taking their orders, using a cash register, and keeping the host station clean. You should also be prepared to help out where needed and in general help keep the restaurant clean and running smoothly. Your employer may ask you to perform other duties related to your job type. If you have questions or concerns about this, please contact InterExchange.

### Pool/Beach Attendant

#### 2 Positions

Maybe Overtime

**\$19.00** /hour

tips are sometimes received

**32 hours** /week

**Overtime Wage** ⓘ

\$28.50 /hour

#### Position Description

Pool/Beach Attendants are responsible for helping to keep the pool/beach areas safe and clean. Job duties include mopping floors, cleaning bathrooms and showers, replacing towels, and collecting towels for laundry service. You may be asked to help assist guests using the locker room. You should also be prepared to help out where needed and in general help keep the resort clean and running smoothly. Your employer may ask you to perform other duties related to your job type. If you have questions or concerns about this, please contact InterExchange.

#### Additional Description

The Pool Attendant assist guests utilizing the Pool and facilities and maintain the cleanliness.

## Server

### 3 Positions

Tipped Maybe Overtime

**\$14.00 + tips** /hour

**32 hours** /week

**Overtime Wage** ⓘ

\$21.00 /hour

### Position Description

Servers are responsible for waiting on customers, answering questions, writing down lunch and dinner orders, serving food and drinks, refilling water, dealing with U.S. currency, and setting and clearing tables. Your employer may ask you to perform other duties related to your job type. If you have questions or concerns about this, please contact InterExchange.

### Additional Description

#### Summary

The In Room Dining Server serves guests in a friendly, professional manner according to Forbes Five Star standards working under the direction of the Room Service Manager.

### Essential Job Functions

- Responsible for table set up and room delivery of food and beverage orders. Maintain completeness and timing on order
- Responsible for daily amenity and ice deliveries
- Assist with daily mini bar replenishment in guest rooms when needed
- Responsible for safe keeping of master keys and pagers
- Assist with answering the telephone and taking guest orders in accordance with established Forbes Five Star standards
- Know all current IRD menus and food descriptions
- Familiar with all current E47 and Ajax Tavern Menus
- Well versed in all wine by the glass offerings
- Treat guest's requests in a warm, friendly professional manner in accordance with Forbes Five Star standards
- Secure payment of guest check upon completion of delivery
- Maintain positive communication with managers daily. Report all department issues to managers immediately
- Ensure guest satisfaction. Make manager aware of guest comments and complaints
- Follow daily checklists
- Complete department specific side work and restocking
- Remove trays and tables within 10-15 minutes of guest call
- Maintain the proper care and cleanliness of serving equipment

### Additional Job Duties

- Complete tasks and projects delegated by your Supervisor assist other departments as business volumes and staff levels demand
- Report to work in a neatly groomed and acceptable manner as outlined in the employee handbook and departmental rules
- Report to shift on time
- Enforce and comply with all policies and procedures for the Food and Beverage Department, The Little Nell and the Aspen Skiing Company