

	ALLEN MARINE TOURS Job Description	Pg. 1 of 2
		Print Date: September 11, 2026

Position Title:	Catering Crew
Department & Location:	AMT Food & Beverage – JNO
Supervisor:	Food & Beverage Manager/Lead Catering Crew
Status:	Seasonal
Effective Date:	August, 2026

Summary for Catering Crew

The catering team prepares fresh Alaskan-sourced seafood, Alaskan exotic game meats, and locally grown vegetables to create a unique dining experience for our guests. Food is prepped, plated, and placed on rolling racks for quick distribution aboard our vessels. The team arranges a buffet with delicious and attractive Alaskan foods, flowers, and accents. The crew works as a team and each crew member has a recipe and workstation to prepare food. All crew must take part in the cleaning, inventory and supply of the facility. Our lodges are located on a beautiful remote islands in Southeast Alaska. Guests arrive aboard our custom-built tour vessels. ***This is a shore-based position.***

Essential Duties & Responsibilities for Catering Crew

- Move inventory, food, and supplies from the storage area to Fin Island.
- Rotate food inventory, check food storage temperatures, and prepare inventory lists for the following day.
- Prepare and cook side dishes and desserts for guests.
- Clean and sanitize the kitchen, dishes, and food storage areas.
- Be in continual compliance with food health and safety regulations and guidelines.
- Rotate through bar, retail, and lodge service to maintain lodge appearance, cleanliness, sanitation, and safety.
- Enhance experience for guests by answering questions and assisting guests with specific problems/requests.
- Serve salmon, prime rib, and Alaskan crab to guests.
- Clean windows, wash and sanitize tables, vacuum and clean restrooms
- Prepare coffee, iced tea, and lemonade.
- Set up lodge with silverware and condiments.
- Must be able to prepare recipes precisely as directed.
- Must be able to prepare the same menu with consistent quality and precision for each tour.
- Must practice good hand hygiene
- Special projects may be assigned as required by the business.

Minimum Qualifications (Knowledge, Skills, and Abilities) for Catering Crew

- Must be at least 18 years of age.
- Customer service experience.

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	ALLEN MARINE TOURS Job Description	Pg. 2 of 2
		Print Date: September 11, 2026

- Valid, unexpired Alaska Training for Alcohol Professionals (TAP) card.
- Valid, unexpired Alaska Food Handlers Card.
- Must pass a security background check.

Preferred Qualifications for Catering Crew

- Previous experience in food service
- 1+ year in food service.
- Valid, unexpired USCG approved CPR/First Aid certification.

Traits and Characteristics for Catering Crew

To deliver world-class experiences guided by the following Alaska Native cultural values safely and sustainably.

Embrace Traditional Alaska Native Cultural Values that include Humility and pride, Respect for all people, including oneself, Respect for nature, Humor, Patience, Strength, and Holding each other up.

Follow & Deliver Core Values (Catering Crew)

- **Safety First:** We prioritize our guests and team members' safety and well-being, ensuring secure and enjoyable experiences.
- **World-Class Employment:** We strive to be a world-class place of employment, valuing hard work, mentorship, a sense of ownership, and opportunities for career growth.
- **World Class Guest Services:** We are committed to exceeding guest expectations, delivering world-class experiences that showcase our hospitality and the beauty of Alaska.
- **Collaborative Professionalism:** Embracing collaboration within our organization with a professional spirit, understanding that amidst laughter and play, our dedication to excellence and integrity remains unwavering.
- **Community Collaboration:** Actively choosing to partner with neighbors and the community across Alaska, making a conscious effort to support local businesses and create social and economic opportunities through meaningful cooperation beyond our organization.
- **Sustainability at Our Core:** We are dedicated to sustainable operations for future generations.
- **Curiosity & Innovation:** We encourage a culture of curiosity and innovation, striving to be early adopters in technology and staying ahead in our commitment to continuous improvement.
- **Integrity-Driven Decisions:** Integrity guides every decision we make, ensuring transparency, honesty, and ethical conduct in all aspects of our operations.
- **Cultural Respect & Sharing:** We deeply celebrate and honor our Alaska Native heritage, fostering intergenerational connections, embracing family values, and contributing to the cultural richness of our communities.

Environmental Conditions for Catering Crew

The environmental conditions are those that an employee may be subject to while performing the essential functions of this job.

	ALLEN MARINE TOURS Job Description	Pg. 3 of 2
		Print Date: September 11, 2026

- Include moderate to loud noise levels, all weather conditions, and frequent use of required protective clothing including raingear and life preserver.
- Kitchen and front-of-house environments with high and low temperatures, slippery surfaces and sharp tools.

Physical Demands for Catering Crew

The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

- Ability to stand for long periods.
- Occasionally required to lift and/or move up to 50 pounds.
- Ability to walk on uneven deck surfaces crossing from vessel to vessel.
- Ability to lift arms/objects overhead.
- Ability to bend, twist, crouch, kneel and squat.

Work Environment for Catering Crew

The work environment characteristics described here are representative of those encountered by an employee while performing the essential functions of this job.

- Must be clean, well-groomed, and dressed in uniform at the start of every shift.
- This is a fast-paced and dynamic work environment with a diverse workforce.
- Ability to work a flexible schedule to include weekends and holidays during the tour season.
- Must adhere to AM Owner Group, & Affiliated Companies, and the United States Coast Guard Consortium Drug & Alcohol Policies & Procedures.

Supervisory Responsibilities (Catering Crew)

☒ No

Acknowledgment

I have reviewed the above job description, including the physical requirements and the environmental conditions. I acknowledge that I can perform these job duties with or without reasonable accommodation. I understand that if I need accommodation to perform the essential functions of my job I must contact my supervisor or Human Resources as soon as possible to begin an interactive process.

Received and Accepted By:

Signature: _____ Date: _____

Printed Name: _____

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