



## Contract of Employment

1. **Between:** **North Star Resort**  
(Employer) Knee Lake Manitoba

**And:**  
(Employee)

2. **Term of employment**

May 1, 2012 to September 1, 2012

3. **Position of Guide**

- Meet your guests in the main lodge, introduce yourself and find out if they have any special requests. (a guideline of questions will be provided)
- Park your boat at the appropriate dock 10 minutes prior to scheduled departure and go to the guest's cabin to assist them in carrying coolers, tackle boxes, rods, etc. to the boat
- **After fishing you will also escort your guest to their cabins help them with their rods and tackle and make sure they don't have any questions before dinner.**
- At dinner your guests will be filling out two forms; one for shore lunch options and one for drink options for the cooler on the boat. It will be your job to make sure these requests are met for the following day.
- Before taking you guest on the water the first day there will be a safety check list that must be filled out and signed by you, It will include life jacket location, paddles, fire extinguisher, etc.(a form will be provide)
- Insure that your shore lunch box contains all the proper articles before you leave in the morning (check list will be provided )
- Before going for breakfast in the morning all guides are required to bring coffee and juice to your guest's cabins. If the temperature warrants it you will also start a fire in your guest's cabin.
- **Guides will be provided with a camera and are required to take pictures of their guest's memorable fish and fishing adventures, including shore lunch.**
- Guides will be required to attend weekly guide meeting with General Manager, these meeting will be to share ideas and problems that may arise week to week.

4. **Salary**

The Employee's Salary will be based on experience and will be paid bi-weekly.



**5. Hours of Work**

A normal work day will be from 5:00 am until the preparations are done for the next day of fishing.

**6. Disciplinary Procedure**

If the Employer believes that the Employee has acted in an unfit way in the course of carrying out their duty, or the Employee brings the Employers business into disrepute, the Employee will face disciplinary action. Disciplinary action may range from verbal or written warning to immediate dismissal of the Employee.

**7. Room and Board**

North Star Resort will provide the Employee with housing and all meals for the duration of the contract.

**8. Notice of Termination**

Either party may terminate employment with 4 weeks written notice. There are exceptions to the rule, where notice is not required, such as when dismissal is for gross misconduct or where constructive dismissal takes place.

**9. Drug and Alcohol**

North Star Resort has a strict policy of no drugs or alcohol for all Employees and failure to comply with this will result in immediate dismissal and termination of employment contract.

**North Star Resort, Inc**

**By:**

**Ryan Smith  
General Manager North Star Resort**

**Employee:**

**Date:**