

Employee information

Onboarding & scheduling information

Scheduling information - All scheduling is done via When2Work. All new employees will need to be entered by their Dept. Manager. This is where employees go to get your schedule each week. It is also emailed to you. If you do not receive emails from When2Work, please notify your manager ASAP.

<https://whentowork.com/>

iSolved hire & payroll program - All employees use iSolved to do all onboarding electronically. We do direct deposit and enter information on tax withholdings and I-9 in the system. All employees must give us forms of ID to finish the I-9 verification.

We use iSolved for our payroll program so all active employees need to be registered in it. Other than Snow Sports School and Bike School employees, all non-salary or hourly employees must punch in and punch out each shift. A 30 minute break is deducted from any hourly employee if the shift is over 6 hours. All employees must take a 30 minute break on that day. You do not need to punch out. If you link to the Employee Self Service (ESS) Area you will be able to view your pay stub. Again, all hourly employees must use the time clock to punch in and punch out each day. It is located in the Welcome Center breezeway on the main walkway.

<https://identity.mysolved.com/Account/Login>

Parking - All employees are asked to park in the main lot when the Mountain is open. All other areas are reserved for our guests.

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