



Employment Opportunity

Application Close Date: When position filled

Position: Guest Services (Full-Time or Part-Time)

Reports To: Director of Golf

Job Definition:

The Guest Services Attendant at the Talking Rock Golf Course is a complete service professional. To ensure that guests have a positive and enjoyable experience, not only at the resort but in the region, knowledge of resort facilities and services as well as attractions and services in the region is required. Professional appearance and behavior is required at all times.

Guest Service Attendants are the first point of contact for visitors upon arriving at Talking Rock Golf Course and Quaaout Lodge.

Duties:

- Ensure the safety and security of guests and resort property
- Attend to guests needs upon arrival and on course as required
- Daily staging, cleaning and coordination of the Golf Cart Fleet
- Attending to the Practice Facilities as required
- Maintain a clean and organized work area
- Load and unload tour buses as scheduled
- Assist Pro Shop with the delivery of goods to guests

Skills & Experience:

- Ability to work independently with little supervision
- Ability to manage time effectively
- Excellent communication skills
- Ability to troubleshoot
- Bondable (criminal record check may be required)
- Excellent English language skills
- Fluency in additional languages is an asset
- Golf Knowledge is an Asset
- Customer service experience in a resort environment

Guest Services is required to work nights, weekends, and holidays.

Shift times may vary but the scheduled work hours will be between the hours of at 5:00am and 10:00pm.

If you think you are ready for this challenge, please submit your resume and cover letter to:

Quaaout Lodge
Attn: Adam Blair
Director of Golf

In person: Talking Rock Golf Course Pro Shop – 1663 Little Shuswap Lake Rd

Email: golfpro@quaaoutlodge.com

Fax: 250.679.3039

By Mail:
1663 Little Shuswap Lake Rd
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