



# Snowmobile Staging Area Guest Services

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## Job Description

The Fernie Snowmobile Association is seeking qualified Staging Area Guest Services staff for the upcoming 2023-2024 winter season. Reporting to the FSA Executive Committee, staging area staff serve as front-line ambassadors of our organization and play an integral role in revenue collections and trail user services. The ideal candidate will have an outgoing personality alongside experience with cash handling and submitting daily reports. No snowmobiling experience is required.

## Hours and Location

This winter seasonal position includes a shift of 7:30am to 12:30pm and can accommodate employees looking for anything between 5 to 40 hours a week of employment. There are three worksite locations available including the Morrissey, Coal Creek, and Corbin snowmobile staging areas within a heated and secure trailhead kiosk building. Suitable candidates will have reliable transportation to and from the worksites under winter driving conditions.

## Wage

\$17-\$30 per hour depending on experience and worksite location.

## Responsibilities

- Adhere to safe work procedures, standard operating procedures, and safety legislation
- Perform staging area inspections and basic facilities maintenance
- Reporting unusual conditions or concerns in timely fashion
- Friendly, knowledgeable communications with trail users
- Handle cash transactions including sale of trail passes, trail guides, and other merchandise
- Check users for annual memberships and day tickets at trail heads
- Complete daily transaction and statistical reports including timely reporting

## Qualifications

- Valid driver's license with ability to access worksite location under winter conditions
- Ability to pass and maintain a clear criminal records check
- Must be 18 years of age or older
- Proven work experience with cash handling and sales
- Experience with Microsoft and Google suite programs and ability to email daily reports
- Knowledge of or ability to learn about FSA trail network, facilities, and events
- Energetic, positive personality with demonstrated customer service orientation
- Ability to work in an isolated, outdoor work environment in variable weather and conditions

## To Apply

Please forward a letter of introduction and resume detailing your experience and qualifications to [info@ferniesnowmobile.com](mailto:info@ferniesnowmobile.com). Closing date October 22, 2023.