



# WE'RE HIRING

## Bowness Customer Service Staff

**Pay Rate:** \$16-20 per hour

**Positions Available:** Boathouse Attendants and Supervisors

**Hours of work:** Part time (10-25 hours per week) seasonal, primarily evenings & weekends

**Duration of Employment:** May through September

(future seasonal work opportunities may also be available)

### A. NATURE & SCOPE

The Outdoor Centre is looking for summer seasonal staff for the Bowness Park boat rental shop. Positions are available for Boathouse Attendants and Supervisors. Employees work as a team to provide boat rentals to Calgarians and visitors and maintain the fleet in good condition. Shifts available may vary with the busiest period in July and August, but open weekend availability is critical.

These positions are ideal for students or others looking for seasonal work.

Successful hires will report to the Bowness Customer Service Supervisor.

### B. CHARACTERISTIC DUTIES AND RESPONSIBILITIES

- Work as part of a team to provide high-quality boat rental services
- Process payments and update records with basic computer skills
- Answer customer questions and provide equipment orientations and supervision
- Check equipment items upon return, and complete basic cleaning & maintenance as required
- Attend staff orientation & training in early May

### C. QUALIFICATIONS

- Strong interpersonal and communication skills
- Exceptional customer service skills and attention to detail
- Willingness to learn new things and be part of a team
- Ability to lift more than 50 pounds and work outside in all weather conditions
- Previous customer service experience preferred
- Standard First Aid & CPR certification an asset
- Previous paddling experience and/or certifications an asset

Apply by 1 April for summer season, but applications will be accepted for future seasonal positions on an ongoing basis. Successful candidates will be contacted for an interview.

**Please submit resumes to [BownessSupervisor@ucalgary.ca](mailto:BownessSupervisor@ucalgary.ca)**