



Guest Services (Full-time)

- Must be available Monday-Friday (9:00 AM -5:30 PM)
- Minimum 35 hours/week

Responsibilities

Guest services personnel will;

- Greet guests as they enter the facility
- Answer phones
- Respond to emails
- Inform guests about various programs and pricing
- Operate POS and online registration system
- Cash handling
- Use Excel, Word, PowerPoint

This position requires someone who has great attention to detail, outgoing and friendly, dedicated and passionate about customer service. Guest services staff play a critical role in creating a fun and enjoyable customer experience.

Requirements

Applicants are expected to be;

- Punctual
- Customer friendly
- Energetic
- Able to work without direct supervision
- Good time management skills
- Able to problem solve and trouble shoot issues
- Experience with computers and Microsoft office products (Word, Excel).

Interested applicants can find an application via our website, [here](#)
Drop off in person or email to info@sherwoodicearena.com