



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/04/28

Sales Desk Shift Supervisor

Job ID 3E-10-A2-59-79-06

Web Address

<https://careers.indigenous.link/viewjob?jobname=3E-10-A2-59-79-06>

Company Sunshine Village

Location Banff, Alberta

Date Posted From: 2020-09-11 To: 2021-03-10

Job Type: Full-time Category: Hospitality

Job Start Date October 26, 2020

Job Salary \$16.00/hr

Languages English

Description

What can you expect:

The Sales Desk Shift Supervisor position is important to the Ski and Snowboard School and reflects our commitment to providing the best possible experience to our guests while maintaining accountability for our sales and providing information about our operation with accuracy and efficiency. The sales desks are often our first point of contact and our Sales Desk Shift Supervisor is our number one role model and mentor to these very important members of our staff.

This job is perfect for you if you enjoy:

Coordination and sales & reservations of ski and snowboard lessons, snowshoe tours and Daycare at various points of sale and dealing with customer service issues

Maintain a high level of customer service and ensure that Sunshine Ski and Snowboard School is presented in the best possible light

Set an example in customer service and have a good knowledge of the services offered on the mountain and the fine details of the different products that are for sale through Sunshine Ski & Snowboard School and the two systems used for selling

Coordinate managing of Reservation Staff alongside the Assistant Director. Including: staff schedules, managing hours in effect with fluctuating skier count and lesson demand, scheduling days off or extra work days

To take a leadership role in the application of our reservation software

To make sure all accounts are settled and properly accounted for

Interfacing with the accounting department where cash-out and revenue recording are concerned

To ensure that all outside agencies (Tour Operators, Ski Hub, BAU & DBT) are informed and equipped to sell our products as efficiently as possible and to help resolve any conflicts that may exist with them

To ensure that all systems provide accurate up to date information

Weekly Billing of programs to other departments at Sunshine Village Company

Processing and overseeing of Lane Space account. Ensuring payments and deposits are up to date

Daily and Weekly checks to make sure all accounts are settled and properly accounted for
Tracking of sales and revenue from third party agents for review by the Ski & Snowboard School Director
Tracking revenue from relevant departments for review by the Ski & Snowboard School Director
Offering accurate information to our guests effectively and efficiently
Oversee proper handling of cash and credit transactions and end of day procedures
Manage an accurate cash float and daily cash out and assist with reconciling out of balance cash
outs of other sales members.
Respond promptly and professionally to general enquiries via phone, email and in person
General office and clerical duties
Maintain a safe and orderly environment in and around the sales desk for clients/staff, inclusive of all
relevant Sunshine policies
Maintain a professional appearance

Experience

Skier or snowboarder a requirement
Computer literacy with Windows and Microsoft Office
Knowledge of Rez Express Reservation system to the level of being able to train staff on how to use
it
Organized and able to maintain proper records and to make sure all duties are covered
Able to provide an excellent role model to all staff
Excellent and proven customer service and communications skills
Professional appearance and maturity
Ability to take initiative and make decisions alone
Responsibility and reliability exhibited
Previous sales experience with Rez Express and Ticket Express
Proven administrative skills
Past experience supervising staff
Past experience training staff on Rez Express software
Efficient cash handling/cash out skills
Strong attention to detail
Excellent phone etiquette
Knowledge of Sunshine Village terrain an asset

Work Environment

Ski Resort

How to Apply

Can't wait to get started Great, because we can't wait to hear from you! Apply online at
skibanff.com/careers and tell us why you're the next awesome member of our team.
Remember, we're looking for people who will wow our guests, so start now and wow us.
Sunshine Village is an Equal Opportunity Employer and we value diversity within our workplace.

Job Board Posting

Date Printed: 2024/04/28

Sales Desk Shift Supervisor

Job ID	142E6C57BEA53	
Web Address	http://NewCanadianWorker.ca/viewjob?jobname=142E6C57BEA53	
Company	Sunshine Village	
Location	Banff, Alberta	
Date Posted	From: 2020-09-11	To: 2021-03-10
Job	Type: Full-time	Category: Hospitality
Job Start Date	October 26, 2020	
Job Salary	\$16.00/hr	
Languages	English	

Description

What can you expect:

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Maintain a high level of customer service and ensure that Sunshine Ski and Snowboard School is presented in the best possible light

Set an example in customer service and have a good knowledge of the services offered on the mountain and the fine details of the different products that are for sale through Sunshine Ski & Snowboard School and the two systems used for selling

Coordinate managing of Reservation Staff alongside the Assistant Director. Including: staff schedules, managing hours in effect with fluctuating skier count and lesson demand, scheduling days off or extra work days

To take a leadership role in the application of our reservation software

To make sure all accounts are settled and properly accounted for

Interfacing with the accounting department where cash-out and revenue recording are concerned

To ensure that all outside agencies (Tour Operators, Ski Hub, BAU & DBT) are informed and equipped to sell our products as efficiently as possible and to help resolve any conflicts that may exist with them

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Tracking revenue from relevant departments for review by the Ski & Snowboard School Director

Offering accurate information to our guests effectively and efficiently

Oversee proper handling of cash and credit transactions and end of day procedures

Manage an accurate cash float and daily cash out and assist with reconciling out of balance cash outs of other sales members.

Respond promptly and professionally to general enquiries via phone, email and in person

General office and clerical duties

Maintain a safe and orderly environment in and around the sales desk for clients/staff, inclusive of all relevant Sunshine policies

Maintain a professional appearance

Experience

Skier or snowboarder a requirement

Computer literacy with Windows and Microsoft Office

Knowledge of Rez Express Reservation system to the level of being able to train staff on how to use it

Organized and able to maintain proper records and to make sure all duties are covered

Able to provide an excellent role model to all staff

Excellent and proven customer service and communications skills

Professional appearance and maturity

Ability to take initiative and make decisions alone

Responsibility and reliability exhibited

Previous sales experience with Rez Express and Ticket Express

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Job Board Posting

NoExperienceNeeded.ca
your place for a first step or a fresh start

Date Printed: 2024/04/28

Sales Desk Shift Supervisor

Job ID	967E6C39AC612	
Web Address	http://NoExperienceNeeded.ca/viewjob?jobname=967E6C39AC612	
Company	Sunshine Village	
Location	Banff, Alberta	
Date Posted	From: 2020-09-11	To: 2021-03-10
Job	Type: Full-time	Category: Hospitality
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Job Salary	\$16.00/hr	
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