



About Limberlost:

Limberlost Forest & Wildlife Reserve is a 10'000+ acre private forest and ecotourism resort just outside of Huntsville, Ontario. Limberlost is open year-round to the public with free day use. It contains over 70km of hiking trails, 35km of winter groomed Nordic ski trails, with 11 lakeside rental cottages and over 60 campsites interspersed throughout the beautiful property.

Job Description:

We are looking for a self-motivated independent worker, guest orientated with a sincere, helpful, friendly with a strong work ethic to become a part of our growing team. This position requires a person who pays precise attention to detail and cleanliness, someone who can adapt in a fast paced, constantly changing environment. Being able to creatively troubleshoot to solve problems and stick with tasks until they are completed is necessary. The ability to communicate and collaborate in a team environment with effective verbal, listening and writing skills is a priority. Someone who can take initiative within given guidelines. Has exceptional energy, flexibility and professionalism. Enjoys offering kind and prompt service and meeting the needs of others.

Responsibilities:

- Respond to all guest correspondences including but not limited to, in bound calls, voicemails, emails, and third-party communications.
- Accurately quote rates and input guest information into booking systems
- Provide clear information on different styles of accommodations and property amenities
- Process payments through on site debit/credit machine and online through our booking system
- Assisting guests with planning and booking reservations
- Assisting in scheduling of cleaning staff
- Quality control checks after guest and cleaning staff departure
- Provides primary housekeeping of accommodations and campsites includes but is not limited to making beds, cleaning and sanitizing washrooms, living areas and kitchens, vacuuming and washing of floors
- Wash and prepare laundry and inventory with packing linen and amenities and deliver to our accommodations.
- Printing sales reports daily
- Able to count cash sales daily

Requirements:

- Able to adapt in a fast pace, constant changing environment
- Pays precise attention to detail, order and cleanliness
- Strong communication skills and professionalism
- Valid G class drivers license and have their own reliable transportation.
- Is flexible with their schedule, will be able to work weekdays, weekends and holidays
- Respect for nature and a love of the outdoors

Assets:

- Guest oriented with a sincere, helpful, caring and friendly personality.
- Able to bend, push, pull and lift continuously throughout the day
- Able to lift, bend and carry up to 30lbs Able to move up and down stairs frequently
- Time management and works well under pressure
- Experience in housekeeping
- Experience in hospitality
- Experience and knowledge of social media

Note:

If you are interested in this position but lack some of the requirements, please apply anyway. For the right candidate we would be willing to train and allow you to build those skills.

Positions Available:

1 Full time, Permanent Role 40-44 hours per week mandatory Weekends and Holidays availability

Salary

\$19 – \$23/hr. Dependent on experience and qualifications

Please apply by sending a resume and cover letter to: Info@limberlostforest.com