



Reservation Specialist

Seasonal full-time position: 4-5 month contract beginning in May or June

Requirements: Able to multitask and work in a fast paced environment. Friendly personality with good phone skills, in-person skills, and email skills.

Responsibilities: Handle bookings that come in through email, phone or walk-in. Have a very clear understanding of the offerings provided by Bowen Island Sea Kayaking and able to share those with customers. Verify online waivers and bookings are in order. Maintain waitlists. May be involved in our social media campaigns pending experience.

Compensation: competitive hourly wage commensurate with experience. Access to BISK's employee purchase program for boats and gear.

About Paddling Howe Sound: Bowen is at the mouth of Howe Sound and provides access to beautiful paddling in Vancouver's backyard. With a mix of wilderness and more developed camping opportunities, and shoreline and open water crossings, the fiord offers paddlers a range of experiences.

About Bowen Island Sea Kayaking: BISK, established in 1996, is a small kayak shop located in Snug Cove, a short 20 minute ferry ride from Horseshoe Bay, and is the only kayak outfitter in Howe Sound. We have a staff of around 14 employees and operate from April to October.

Please send your resume and a brief cover letter to info@boweniskayaking.com. Thank you in advance for your interest. Only those selected for an interview will be contacted.