

Tweedsmuir Park Lodge

BELLA COOLA  BRITISH COLUMBIA

~ Job Description ~

Position	Assistant Lodge Manager
Location	Tweedsmuir Park Lodge - Bella Coola, British Columbia (shift work)
Reports To	Hospitality Manager
Schedule	14-days on, 7-days off (approximately)
Terms	Seasonal Full-Time

Company Overview Bella Coola Heli Sports operates in the glaciated wilderness of BC's central coast. We provide world-class skiing in the winter and connect our guests with incredible wilderness adventures in the summer. We operate from five remote properties, three of which are in the Tatla Lake region of the Chilcotin's, and two which are in the Bella Coola Valley. We boast the largest heli-skiing tenure of any operator in the world and our Himalayan like mountains draw outdoor enthusiasts from around the world.

Our enthusiastic team works hard to play hard and is dedicated to perfecting the travel experience through the highest standards of hospitality... all with some fun and personality! To thrive here you must love the outdoors and rural living.

Job Descriptions & Responsibilities

We are looking for an enthusiastic hospitality leader to help elevate and craft the 'lodge life experience' for both our guests and employees. The Assistant Lodge Manager supports the Lodge Manager in overseeing all aspects of the lodge operations – F&B operations, housekeeping, retail, maintenance, and guest services. The ALM must also provide sound administrative support as it relates to inventory management, guest billing, and supporting human resource management on a basic level.

During the Lodge Manager's time-off, the ALM will step in to ensure the program runs seamlessly in their absence.

Qualifications

A Must

- 3+ years of experience in the hospitality industry (hotel, resort, or travel, ideally in a remote lodge environment), ideally with some management experience.
- Proficient with Microsoft Office (Word, PowerPoint, Excel, etc), and capable of easily learning new software systems.
- Thrives in a highly guest facing position, and able to form lasting relationships with guests and employees
- Exceptionally strong written and oral communication skills
- Must have exceptionally strong organizational skills – both administratively and spatially (attention to detail)
- Be self-motivated and hold high personal standards for performance
- Ability to work away from home and work long hours
- Possess a Class 4 drivers license (can be acquired upon hiring)
- Applicants must be a Canadian Citizen or Permanent Resident



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Qualifications

Preferred

- Bachelor's degree in Hospitality Management or alternative field with applicable education (Business Administration, Food and Beverage Management, etc)
- Experience in hotel operations (housekeeping, service industry, etc)
- Experience in the heli-skiing or remote lodge industry
- Experience with property management software and inventory management systems

Pre-Requisites for Successful Candidates

Strong Work Ethic – Candidates must take great pride in their work, and must be motivated by a challenge. This is a complex operation, with many moving parts. You must be able to work several days in a row and long hours while on shift.

Outdoor Enthusiast – We operate in one of the most rugged and remote areas of British Columbia, and it may not be for everyone. We are looking for wilderness enthusiasts to share in our passion for exploring this incredible region.

Charismatic and Engaging – Our people are our most valuable asset in crafting our guest's experience. You must enjoy interacting with our guests and staff, as our people are crucial for creating a positive lodge experience.

Perks

Meals and accommodations provided while on shift.

Staff heli-skiing and hiking opportunities (when space and skill permit).

Gratuities.

Financial support for traveling to and from work.

Unique work environment where lifelong friendships with staff and guests begin.

How to Apply

Please submit all applications to employment@bellacoolahelisports.com.

