

- Liaise with local businesses for sharing information about tourism and events.
- Assist in the opening and closing of the Train Station and Campsite including opening/locking the Train Station, doing campground walkthrough checklist, ensuring all equipment is stored safely and securely.
- Responsible for front desk cash handling and recording all monetary transactions and preparing deposits and depositing at Town Hall daily
- Performs other duties as assigned.

Working Conditions

- Deals with a high volume of varied tasks; constant changes of priority.
- Constant attention to customer service demeanor required
- High level of initiative required.
- Weekdays, weekends, evening and shift work required
- Works outdoors being exposed to extreme environmental conditions
- Ability to perform strenuous physical tasks when necessary.