OUTPOST
Vacation Rentals

WHO WE ARE

Outpost is a locally owned and operated vacation rental management company based in Whistler. What began as a humble, small-scale operation has grown into one of the area's leading management companies. We are committed to innovation and to delivering exceptional service to both our guests and our property owners. As we continue to expand, we are seeking motivated, self-starting individuals to join our team.

OUR VALUES

We support our team by empowering each person to play to their strengths and giving them the autonomy to make a meaningful impact within their area of the business. As we grow, we evolve with intention and focus on consistently improving the experience for both our guests and our property owners. And as the business grows, we want our team to grow right alongside it.

THE POSITION

We are currently looking for a Guest Experience Specialist who is motivated, fun, and smart.

The Guest Experience Specialist serves as the primary point of contact for guests throughout the booking process through departure. Acting as the "quarterback" within the Outpost team, the Guest Experience Specialist assists guests with questions, concerns, and anything that may arise during their stay. The goal of this role is to help guests create their best Whistler experience while ensuring they receive outstanding service every step of the way. You will work closely with the Guest Services Team, Revenue Management, Property Inspectors, Owner Relations, Maintenance, and Cleaning Teams to ensure every detail is in place for our guests to enjoy a seamless and memorable vacation experience with Outpost.

THE IDEAL CANDIDATE

- Excellent communication and interpersonal skills
- Excellent problem solver with a can-do attitude
- Knowledge of the Whistler area is an asset
- Front desk/Guest Services experience in a hotel/property management is a plus
- Great time management and multitasking abilities
- Works well under pressure and handles high-stress situations
- Available to work on weekend
- Shifts are typically 9:00am-5:00pm or 8:00am-6:00pm

Outpost Property Management Ltd.
4749 Spearhead Drive
Whistler BC V8E1E9
L: 1.604.932.3252
TF: 1.877.938.2211
careers@outpostwhistler.com

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PERKS

- $23-$26/hour depending on experience
- Staff housing may be available
- Ski pass winter season (Full-time)
- Extended Health benefits after 3 months
- The ability to grow with the company
- A fun team who enjoy working together to build a great local company
- Job Types: Full-time, Seasonal

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