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## Job Description – Shuttle Driver

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**About Us:** Located in the winter wonderland of Revelstoke, British Columbia, Eagle Pass Heliski aims to provide an unparalleled experience to all involved. We are an efficient team of like-minded individuals found happiest in the mountains, fulfilled by small town living, and are always seeking the next pursuit. We pride ourselves on providing a workplace that is supportive, entrepreneurial in spirit, and most importantly fun.

### Job

**Overview:** The Shuttle Driver position works within a team to provide an elevated experience for all Eagle Pass guests. This position is based out of the Eagle Pass Heliski Day Base, located approx. 5 mins West of downtown Revelstoke, focusing on exceptional customer service while picking up and dropping off guests on their ski day.

### Employment

**Date:** 2019/20 Winter Season

### Job

**Type:** Part-time and Full-time seasonal position available

**Reports to:** Operations Assistant

**Wage:** Based on previous experience

**Location:** Eagle Pass Heliski Day Base

### Responsibilities & Accountabilities

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- Daily inspections of vans including proper documenting
- Pick up and drop off of guests each morning, afternoon
- Assisting in pick-up of guests that are leaving the field early due to fatigue or injury and assisting all injured guests as much as possible (driving to hospital, etc.)
- Assisting in set up of client's ski/board demos each morning. This includes asking/re-confirming with each guest if they need demo skis, boards or not each morning
- Pick up/drop off of lunches each morning from EPL. This includes insuring all cabrios, and water bottles are returned each night

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- Relaying information to Operations Assistant of any broken gear used by guests so that this can either be repaired or replaced
- Accounting for all beacons, radios and water bottles from guests at the end of the day
- Shovel and sweep entry ways
- Thoroughly cleaning of van each day – washing of vehicle, dusting of dash, vacuuming inside as needed
- General cleaning and tidying of Day Ski Base – dusting, removing hangers from racks, vacuuming, general tidying as needed each day
- Sales of retail products
- The shuttle drivers will also be asked to complete various tasks either at the Eagle Pass Heliski Day Base or Eagle Pass Lodge as directed by the Operations Assistant. These duties can and would include ensuring firewood is chopped and ready to be used daily at both the Base and the lodge

### **Physical Demands**

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- Occasionally small amounts of physical work are entailed with this job

### **Key Skills and Proficiencies**

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- MS Office (Outlook, Excel, Word, SharePoint)
- Excellent time management skills & the ability to take ownership of tasks to ensure accurate completion
- Valid Class 4 Driver's License
- Proper ski binding certifications a asset
- High school graduate or equivalent with 2-3 years relevant experience
- Must speak, read, write, and understand the English language

### **To Apply**

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Please send all resumes to [taylor@eaglepassheliskiing.com](mailto:taylor@eaglepassheliskiing.com). Resumes will be accepted until September 15th, 2019.

Thank you for your interest in working with us, however, only qualified candidates will be contacted for an interview.



Eagle Pass Heliski is an equal opportunity employer. We evaluate qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status, and any other legally protected characteristics.

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