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IT'S ALL ABOUT THE OPPORTUNITY YOSEMITE NATIONAL PARK



POSITION TITLE: Transportation Agent

WAGE GRADE: G

UNIT: GUEST RECREATION

POSITION SUMMARY:

Responsible for sales of Guest Activities in Yosemite National Park.

ESSENTIAL FUNCTIONS:

1. Sales of guest activities in Yosemite National Park.
2. Dispatching of all DNC tours, buses, and trams from designated areas.
3. Assist guests with planning activities in Yosemite.
4. Issue tickets to guests for ticketed activities.
5. Preparation for welcoming and billing of overnight tours and day tour groups staying at hotel units.
6. Other duties as assigned by management.

EDUCATION, EXPERIENCE AND SKILLS REQUIRED:

1. Six months basic cashiering experience required.
2. Ability to handle tour/guest/accounting related paperwork and 10 key adding machine.
3. Basic computer knowledge.
4. Ability to handle difficult situations and/or guests with tact and calmness while being under high pressure.
5. Be alert to unexpected or unusual circumstances.
6. Conscientious about work, neatness and accuracy.
7. Good verbal communication skills.
8. Proactive in offering information to guests.
9. Ability to work a varied and flexible shift/schedule.
10. Knowledge of guest activities in Yosemite National Park.
11. Front desk experience preferred
12. Sales experience a plus.

To Apply: Submit application at www.YosemitePark.com/jobs