

Mountain Park

L O D G E S

AMETHYST LOBSTICK MARMOT
POCAHONTAS CABINS CHATEAU JASPER

POSITION: SECURITY AGENT	CLASSIFICATION: ROOMS DIVISION
PAYROLL: HOURLY	SUPERVISION: DUTY MANAGER
HOURS OF WORK: DEPENDANT ON BUISNESS	REVISED: 11/28/2008

QUALIFICATIONS:

- Minimum 18 years of age.
- Bondable.
- Good health and physical condition.
- Neat and clean in appearance.
- Possess a valid driver's licence.
- Must have good public relations skills.
- Must be able to communicate effectively.
- Must have the ability to accept direction.
- Must possess good common sense and judgement.
- Must have some basic maintenance abilities.
- Must be able to work within a team concept.

RESPONSIBILITIES:

- Patrol all areas of the four in-town hotels nightly.
- Periodic patrol of Rampart Apartments nightly.
- Regularly patrol staff housing nightly.
- Patrol Pyramid Riding Stables nightly.
- Ensure that corporate property and assets are protected.
- Thorough knowledge of fire procedures.
- Ensure that quiet hour is observed.
- Ensure the quiet comfort of the guests take precedence over the noise of a few.
- Ask noisemakers to quiet down when necessary.
- Contact Hotel Manager if eviction seems necessary.
- Contact local police when necessary.
- Avoid physical confrontations.
- Through forms available, report any unusual occurrences to Supervisor and Hotel Manager.
- Perform maintenance worker duties if required.
- Relieve Night Auditor if necessary.
- Perform other related duties as directed by Supervisor.
- Assist with other related Company duties outside of department.
- Primarily in Housekeeping.

GENERAL:

- The position of Security is very important for the protection of the quiet comfort of our guests and the protection of corporate property and assets.