



Customer Service Representative Job Description

[The Loppet Foundation](#) is currently seeking enthusiastic individuals to join our team as Customer Service Representatives. The Loppet Foundation creates a shared passion for outdoor adventure, so it is preferred that applicants enjoy the outdoors and have a willingness to share their passion with park guests.

Duties and Responsibilities

- Greet and guide park visitors in a friendly manner
- Provide information about Minneapolis Parks, Theodore Wirth Regional Park, the trail systems, winter activities and trail conditions. Additionally, serve as a representative of the Minneapolis Park System to the many visitors to Wirth Park, providing guidance on use and enjoyment of the hundreds of Minneapolis parks, programs, and services
- Sell trail passes and rental packages, and develop an exceptional working knowledge of the technology required to effectively perform the duties of the job
- Perform other duties as assigned

Qualifications

- Must be 18 years of age or older on your first day of employment
- Must provide excellent customer service with strong communications skills
- Be willing to work evenings, weekends, and holidays
- Must follow policies and procedures
- Enjoy working with a diverse group of people in a positive and friendly manner
- Be willing to learn new skills
- Be able to demonstrate maturity and responsibility in the handling of money
- Be able to organize, prioritize and complete a variety of tasks under minimal direction

Positions are hourly, part-time, and seasonal. Applications will be evaluated on the basis of relevant experience and qualifications. Final hiring is contingent upon the applicant passing a background check. The Loppet is an equal opportunity employer and provides equal employment opportunities to all employees and applicants for employment - without regard to race, color, creed, religion, sex, national origin, age, disability, sexual orientation, gender identity or expression, marital status, or genetics.

Send Resumes to Melissa Ruebl at melissa@loppet.org, and feel free to reach out with any questions.