

# Park Place Lodge

742 Highway #3, PO Box 2560 Fernie, British Columbia, Canada V0B 1M0  
Tel: (250) 423-6871 Fax: (250) 423-3771 Email: [info@parkplacelodge.com](mailto:info@parkplacelodge.com) Web: [www.parkplacelodge.com](http://www.parkplacelodge.com)



Park Place Lodge is a locally owned, boutique hotel located in Fernie, British Columbia. Our full-service property features 64 guest rooms, Max Restaurant, The Pub Bar & Grill as well as Sprints Cold Beer & Wine Shop. Fernie offers year round recreational opportunities, including world famous fly fishing and skiing, numerous lakes, extensive hiking, mountain biking, golf and snowmobiling.

## **CAREERS & EMPLOYMENT OPPORTUNITIES**

At Park Place Lodge, our team members are an integral part to our success. We look to define service through our professional, knowledgeable and courteous staff. Our team members are offered an opportunity for growth in a friendly work environment. Join our team and share in our future. Staff accommodation is also available.

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**Night Auditor:** Our Guest Services Night Auditor Agents are responsible for ensuring the finest quality of service while presenting hotel guests with an experience they will commend and recommend.

### **REQUIRED SKILLS AND EXPERIENCE**

- Guest check-in/check-out, processing reservations, guest services, operation of hotel software, multi-line switchboard operation, shift-end balancing, and day-end close.
- Nightly security & safety checks for hotel property. Position also includes janitorial duties of public areas.
- Excellent communications skills, strong organization skills, self motivation, exceptional telephone manner and a willingness to work with a positive team player attitude.
- Previous hotel related experience is desirable and familiarity with RoomMaster or similar PMS would be beneficial.
- Must be willing to work a flexible schedule including weekends and holidays.
- This is not a seasonal position, only persons interested in a full time year round position need apply.

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**Retail Clerk - Spirits Cold Beer & Wine Shop, Park Place Lodge:** Our Retail Clerks are responsible for ensuring the finest quality of service and the satisfaction of shop patrons. Full time and part time positions available.

### **REQUIRED SKILLS AND EXPERIENCE:**

- Responsibilities include shipping and receiving inventory, retail sales, restocking of shelves, handling of freight, and light duty janitorial.
- Excellent communication skills, strong organization skills, self-motivation, exceptional telephone manner and a willingness to work with a positive team player attitude.
- Knowledge of wines and beers is desirable.
- Ability to work a flexible schedule including weekends and holidays.
- Applicant must be 19 years of age or older.

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**Housekeepers, Park Place Lodge:** Park Place Lodge is currently seeking energetic and reliable individuals to fill roles as housekeeping room attendants. Flexible work schedule includes full-time or part-time seasonal or long-term for the right applicant. Related experience would be an asset, but willing to train. Starting wage of \$13 per hour.

### **REQUIRED SKILLS AND EXPERIENCE**

- Candidate must be in good physical condition, energetic, organized, and pay attention to detail.
- Cleaning guest suites with kitchens
- Laundry and other cleaning duties

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Interested in any of these opportunities? Please contact us in person or via EMAIL at [jobs@parkplacelodge.com](mailto:jobs@parkplacelodge.com).

We thank all applicants for their interest in joining the Park Place Lodge team; however, only those candidates selected for an interview will be contacted. No phone calls please.