



**Title:** Oak St. Kiosk Guest Service Representative

**Reports To:** Operations Manager

**Duration:** June-September

**Compensation:** \$20-\$22/hour

The Guest Service Representative serves a key role in the Telluride Tourism Board organization as a first point of contact for guests, and acts as an ambassador for the destination. This is a summer seasonal position located at the Oak St. Kiosk in Telluride.

**Responsibilities:**

- Assist visitors and locals by answering questions and offering advice and suggestions related to dining, shopping, activities, and attractions
- Provide clear and accurate directions to various businesses and points of interest throughout the destination
- Contribute to efficient gondola operations by assisting with line management and answering questions prior to guests entering the gondola station
- Distribute Town Maps, Visitor Guides, and other materials
- Remain up-to-date on events, activities, regulations, and closures throughout the destination

**Requirements:**

- Knowledge and familiarity of Telluride and Mountain Village
- Excellent verbal communication skills and ability to communicate professionally with people from a wide range of backgrounds
- Friendly and enthusiastic
- Positive attitude
- Reliable and punctual

Please send a cover letter and resume to [info@visittelluride.com](mailto:info@visittelluride.com)

**NOTE:** This job description is not intended to be all-inclusive. Employees may perform other related duties as established to meet the ongoing needs of the business.

The Telluride Tourism Board is an "at- will" employer. Telluride Tourism Board is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex (including pregnancy), sexual orientation, gender identity, national origin, disability, marital status, or status as a U.S. Veteran.