



UNIVERSITY OF
CALGARY

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ACTIVE LIVING

2500 University Drive NW
Calgary, AB, Canada T2N 1N4
ucalgary.ca/activeliving

Outdoor Centre Positions

<https://outdoor-centre.ucalgary.ca>

Would you like to have a job that is fun, active, and outdoors? Come join the University of Calgary Outdoor Centre where employees work as a team to provide high-quality equipment rental services and program registrations to the University community and the general public. These positions are ideal for students and those looking for a short-term position. Hours of work will be proximate to operating hours.

Salary Range: General I of the AUPE Collective Agreement

Shifts: Opportunities range from 12-22 hours a week

Responsibilities include:

- Providing exceptional customer service
- Processing rental orders and program registrations
- Preparing gear for outdoor programs
- Repairing and maintaining outdoor gear, which may require heavy lifting (approx. 50 lbs)
- Working between both the Outdoor Center and Client Services

Qualifications:

- Minimum age: 18 years
- Must have full weekend availability
- First Aid / CPR certification is an asset

Skills:

- Strong communication skills
- Knowledge and experience in one or more outdoor activities
- Basic computer skills
- Experience with maintenance & repair of outdoor gear is an asset
- Telephone, reception and cash handling experience is an asset
- Previous experience in a customer service-related field considered an asset

To apply:

Please submit your resume and cover letter to activejobs@ucalgary.ca. Qualified applicants will receive an application form.