

Work & Live in the Red River Gorge, KY!



Red River Gorgeous Wilderness Cabin & Treehouse Rentals is seeking a... *Guest Relations Manager*

Check out our website www.rrgcabin.com and Instagram: [@redriver_gorgeous_cabinrentals](https://www.instagram.com/redriver_gorgeous_cabinrentals)

Pay: Commensurate with experience. \$18 to \$24 per hour range, plus additional benefits such as flexible schedule, winter sabbaticals and year-end cash bonus.

Location: 3546 Nada Tunnel Road, Stanton, KY 40380

Core Job Responsibilities:

- Communicate with guests via phone, email, texting and in person
- 32 - 40 hrs. per week, W2 position
- Input and edit reservations within our reservation software
- Be a “Core Team Member” of our Leadership Team
 - Participate in weekly meetings where the vision and goals of the business are advanced; problematic issues are discussed and solved; and ways to improve both our guest and staff experience are brainstormed and problem-solved
- Be “Manager of the Day” on the Property Manager’s days off
 - This includes the following responsibilities: Writing the cleaning list, communicating with cleaners, problem solving challenges that arise throughout the day and leading the group
- Assist with laundry rotation while on site
- Assist with cleaning the cabins and treehouses
 - Mentally and physically capable of cleaning up to two structures per day, when Mgr of Day
- Assist and interact with Guests to provide information and solve problems
- Deliver Firewood or other small items to Guests as needed

Requirements:

- Clear communication and problem solving skills...and an overall positive and pleasant attitude!
- General competency with computers, texting, phones
- Ability to work in a variety of weather conditions
- Attention to detail balanced with efficiency and great time management and prioritization abilities
- Ability to climb stairs and walk up hills
- Ability to lift and carry firewood and other similar loads
- Reliable transportation to work and a valid drivers’ license
- Experience or willingness to learn driving company vehicles on mountainous gravel roads

To Apply:

Email your resume and interest to us at rrgcabin@redrivergorge.com

or call us at: 606-663-9824 and ask for Amy