

CanoeSport Outfitters Employment Application

CanoeSport Outfitters Boat Rental & Concession Attendant

Locations:

Raccoon River Park Boathouse, West Des Moines, IA

Lake Ahquabi Boat Rental, Indianola, IA

Summary Of Position

Provide friendly, responsive service while handling the daily duties of the concession and rental facility at Raccoon River Park. Key responsibilities include assisting customers with the completion of liability waivers and rental agreements, thoroughly explaining rental rules and policies, preparing renters by explaining how to use the equipment, assisting with boat landing and launching, moving equipment in and out of building, cash handling, restocking merchandise, and light food preparation. Other responsibilities may include facility upkeep, and minor equipment repairs.

Availability Requirements

Must be available to work any day or evening from Memorial Day to the start of local school and also weekends through Labor Day. This includes Memorial Day, the Fourth of July, and Labor Day. Exceptions will be made for College students needing to leave prior to Labor Day.

Requests For Time Off & Vacations

All requests for specific days off and vacations must be submitted in writing prior to accepting a position. If you will be leaving for college or the military before Labor Day we MUST have the date of your last work day no later than June 1.

Hours

Up to 20 hours per week, but will vary from week to week based on weather, events, and park traffic. Strong preference given to people who can commit to Saturdays and Sundays and who can work up to Labor Day

Responsibilities

- Assist customers with the completion of their liability waivers and rental agreements
- Handle cash, make change, and operate a credit card terminal
- Explain basic requirements and rules for renting equipment including boat capacities, on water rules, how to size equipment, etc.
- Assign rental customers to appropriately sized canoes, kayak and paddle boards
- Keep all boats and equipment clean and organized
- Perform basic maintenance and routine checks on equipment
- Communicate with other staff and customers in a courteous and positive manner

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info@canoesportoutfitters.com

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- Follow established checklist of daily cleaning of building including but not limited to sweeping, trash removal, and dish washing
- Other duties as assigned by concession manager (CSO staff)

Minimum Qualifications

- No previous experience required
- Ability to tolerate heat, humidity, and exposure to adverse weather conditions.
- Ability to lift up to 75 lbs. repeatedly through the shift
- Must be at least 17 years old.
- Must have reliable transportation to the lake in West Des Moines and at times to the retail store in Indianola.

Benefits

- Starting hourly pay of \$12.00 (with possible increases depending on schedule and performance)
- Free use of rental equipment during slow periods when you're not on shift
- Free participation in Canoeing, Kayaking, and Standup Paddle Boarding classes

Apply

To apply for position please send resume to info@canoesportoutfitters.com or call Shireen Cave (515) 961-6117 with questions.

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Name _____
First Middle Last

Address _____
Street City State Zip

Email _____

Phone (Home) _____ (Cell) _____

Date of Birth ____/____/____ Are you legally authorized to work in this country?
Yes No

Desired location of work: West Des Moines Indianola

EDUCATION

High School (Name and Location) _____

Last grade completed: 9 10 11 12 Year of Graduation: _____

Plans for further education? _____

College (Name and Location) _____

Last year completed: Freshman - Sophomore - Junior - Senior

Year of Graduation: _____ Major: _____

REFERENCES

1) Name: _____

Position: _____ Relationship: _____

Phone Number: _____ Number of years known: _____

2) Name: _____

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Position: _____ Relationship: _____

Phone Number: _____ Number of years known: _____

EMPLOYMENT HISTORY

(LIST MOST RECENT POSITION FIRST)

Company: _____

Address: _____

Name of Immediate Supervisor: _____

Phone: _____ May we contact them? Yes No

Date started: __/__/__ Ended: __/__/__ Describe your duties and responsibilities:

Company: _____

Address: _____

Name of Immediate Supervisor: _____

Phone: _____ May we contact them? Yes No

Date started: __/__/__ Ended: __/__/__ Describe your duties and responsibilities:

Company: _____

Address: _____

Name of Immediate Supervisor: _____

Phone: _____ May we contact them? Yes No

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Date started: __/__/__ Ended: __/__/__ Describe your duties and responsibilities:

☐ *I have read and understand the duties and requirements outlined in the job description. PLEASE INITIAL: _____*

☐ PLEASE RETURN COMPLETED APPLICATION TO
INFO@CANOESPORTOUTFITTERS.COM