

***Kayak Academy doing business as Issaquah Paddle Sports is dedicated to providing the highest quality lake rental programs offered anywhere.***

***Job Scope and Description:***

**Part-time Seasonal Rental Customer Service and Sales**

*Time Commitment:* Seasonal May – September, 16+ hour per week employment. Some weekends April and May before Memorial Day and September after Labor Day; open every day from Memorial Day through Labor Day. Weekend and holiday availability required. All employees are asked to work at least two holidays and holiday weekends.

*Responsibilities and Skills:* Candidates must be 15.5 or older, personable, have good organizational skills, take initiative, and be able to lift 50 pounds to move equipment and gear.

*Requirements:* 1<sup>st</sup> aid and CPR training certificate, or willingness to obtain certification. All employees demonstrate they can swim up to 50 yards and will complete rental safety training. IPS branded T-shirts and Sweatshirts (provided) are required on the weekends.

***Small Craft Rental Kiosk at the Lake:***

Conduct Sales for Kayak Academy/Issaquah Paddle Sports rentals. Customer Service at the kiosk and on the beach include describing equipment and gear options, outfitting customers with lifejackets and paddles, and demonstrating to renters how to hold a paddle and getting them started safely on their board or boat with tips on strokes and where to paddle.

Maintaining and repairing when needed kayaks, pedal boats and equipment. Keep overall appearance of the Paddle Shed, Storage Containers, Kiosk Registration, Life Jacket and Beach Stations in clean, organized and in working order.

Work as a team at Opening and Closing.

This is a service business that is contingent on outdoor conditions and park requirements, so flexibility is required to adapt to cancelled hours.

***Park Safety:***

Closing Staff perform an evening check to ensure everyone is off the water and the kiosk is closed. Employees are required to leave in pairs and escort each other to the parking lot at the end of the day.

***Benefits:***

Free parking pass, free use of rental equipment during the week or weekends after closing (with supervisor approval), free instruction in Sea Kayaking when a class has openings that can't be filled last minute, retail product discounts, Sick Pay.

***Pay range:***

Applicants 16+ years: \$16.28/hr – \$17.48/hr

Applicants 15 years: \$15.08/hr-\$15.78/hr

***To apply:*** Please send an email with your availability and resume attached to [info@issaquahpaddlesports.com](mailto:info@issaquahpaddlesports.com) with Employment in the subject line.