

## **Guest Services Representative**

Training Base: Atlanta South RV Resort – Role Supports Multi-Property Company

### **Overview**

We are a multi-property outdoor hospitality company managing RV parks and resorts across several states. Atlanta South RV Resort serves as a training center for new team members. The Guest Services Representative role is ideal for individuals who enjoy helping guests and want opportunities to grow into supervisory or management roles as the company expands.

### **Key Responsibilities**

- Welcome guests and assist with check-ins, check-outs, and questions.
- Manage reservations and communications using Newbook.
- Process payments and maintain accurate records.
- Provide information about the resort, amenities, and local area.
- Maintain a clean and organized front-desk environment.

### **Schedule**

Full-time position; +/- 40 hours per week, including weekends and holidays as needed.

### **Qualifications**

- Friendly, dependable, and comfortable in a guest-facing role.
- Strong communication and basic computer skills.
- Experience with Newbook is helpful but not required.
- Interest in long-term career growth within a multi-property company.

### **How to Apply**

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