



VISITOR SERVICES REPRESENTATIVE

Museum of the Rockies (MOR) seeks part-time and full-time Visitor Service Representatives to be part of our Visitor Services Team that help facilitate a fun, fast-paced educational experience for visitors.

This position engages visitors of all ages from throughout the world. The ideal candidate will have strong communication skills, experience with point-of-sale (POS) systems, cash handling, and a desire to learn and be part of a professional team. This position will support excellent customer service through admission sales at the Front Desk and retail sales in the Museum Store.

Position responsibilities include but are not limited to:

- working a point of sales system (POS), handling cash,
- supporting guests & customer service,
- opening and closing procedures for the Store and Front Desk,
- receiving and stocking Store inventory,
- running Taylor Planetarium shows,
- learning and demonstrating product knowledge,
- and other responsibilities as required.

Schedules are flexible and include morning and afternoon shifts seven days a week. Positions are seasonal; however, there are possibilities for long-term work and employment.

Hourly pay rate starts at \$15/hr.

To apply, please send a cover letter and resume to Interim Visitor Services Manager Halley Perry at halley.perry@montana.edu.

Montana State University is an Equal Opportunity Employer; Veterans/Disabled.