



Job offer

Attendant

(Schedule varies according to operational needs and on call)

Our passion: the preservation and dissemination of Canada's railway heritage

Open to retirees

A unique and original employer, Exporail, the Canadian Railway Museum, presents an exceptional collection and exhibits life-size railway vehicles as well as numerous artifacts and archives. It is the largest museum of its kind in Canada and ranks among the top 5 railway museums in the world. It aims to share the fascinating world of trains, their impact on the development of Canadian society and to provide visitors with an unforgettable railway experience.

Located on the South Shore of Montreal and accessible by public transportation, Exporail offers a safe and friendly work environment for its employees.

Our unique museum in Canada is continually evolving and attracting employees with its distinctive mission, values and culture.

We prioritize work/life balance, creativity, fun at work and collaboration with colleagues. You will be at the heart of a stimulating environment that evolves rapidly and where the diversity of tasks and responsibilities is appreciated by all team members.

As an Exporail employee, you enjoy a great deal of autonomy that allows you to put your professional expertise to good use.

Offer Description:

In addition to offering exhibition tours, Exporail offers corporate partners and citizens the opportunity to reserve rental halls for various events such as recognition evenings, conferences, training sessions, weddings and company parties.

Reporting to the Room Rental Manager, the incumbent is responsible for the supervision of the rented premises. He/she will be in contact with the people renting the rooms and will see to it that their needs are met according to the established rules. The hall attendant also ensures the cleanliness of the premises, the set-up and tear-down of the rooms and provides a quality service for which Exporail is known.

Responsibilities:

The Attendant is specifically responsible for:

- Offering quality and professional service;
- Supervise the pavilion, the rented halls and all accesses;
- Ensure the safety of people and facilities;
- Continuously monitor the cleanliness of the premises, including the garbage cans and restrooms;
- Tidy up and clean up the rental halls and areas used by the clients after their departure;
- Proceed, if necessary, to the set-up of the rooms for the next day's rental after the departure of the customers;
- All other related tasks.

Competency Profile:**Qualifications:**

- Be 18 years of age or older;
- Be able to understand and express yourself in French and English;
- First aid training is an asset.

Skills and Behaviors Sought:

- Reliability and punctuality;
- Resourcefulness, diplomacy, good judgment;
- Sense of responsibility, autonomous;
- Ability to work in a team ;
- Good interpersonal skills and presentation;
- Have the physical ability to perform the tasks required;
- Have a good sense of task organization;
- Be customer friendly and enjoy working with the public;

Conditions of Employment:

- Ability to work variable hours, depending on operational needs and on call (Mainly weekday evenings, nights and weekends)
- Remuneration : \$15.31

Interested candidates are invited to send their curriculum vitae with a letter of motivation as soon as possible to the attention of

Nicole Gilbert

Responsible for the rental of rooms, the boutique and the Café le Tramway

Email: locations@exporail.org

Telephone: 450-638-1522, ext. 221

Fax: 450-638-1563

We thank all applicants in advance. However, only those selected for an interview will be contacted.

The masculine form is used above only to lighten the text.