



HFN Group of Businesses

POSITION: Assistant Manager (Market) LOCATION: Bamfield, B.C.

We are seeking an Assistant Manager to join HFN Market & Café team. Reporting to the Manager, the Assistant Manager is responsible for:

- assisting the manager with all aspects of business operations and management (Market and Café operation)
- supporting the day-to-day operations,
- supervising, coaching, training and developing staff
- ensuring the delivery of superior customer service and taking action to address customer issues/complaints.
- encouraging a positive and supportive working environment and a team approach
- ensuring compliance with all policies, regulations and legislation.
- being an ambassador for the Huu-ay-aht Group of Businesses.

The position is open to all qualified applicants with preference given to Huu-ay-aht citizens and family members. The successful applicant will be a local resident or be willing to relocate to the Bamfield area.

Salary Range and Benefits:

HGB offers a competitive wage \$55,000 – \$65,000 and benefits package commensurate with qualifications and experience. Successful applicants can apply for staff accommodations.

Qualifications and Experience:

We are looking for you if you:

- Have direct work experience in the Food and Beverage industry including experience managing and supervising employees
- Ability to train and provide direction to others.
- Have Food Safe/Serving it Right certifications.
- Can work effectively, professionally and courteously with staff and customers.
- Enjoy working with people and meeting the needs of customers.
- Are available to work flexible hours including nights, weekends and holidays.

Application Details:

Interested applicants should submit a resume and cover letter highlighting the skills and experience you would bring to this position and the reason for your interest.

Submit your application:

In Person to: 4576 Adelaide St, Port Alberni, BC V9Y 6N4.

Via email to: tracy.w@huuayaht.com (MS Word or .pdf format only)

Via fax to: 778-421-2664

Closing Date: Only fully completed applications received by 4:00 pm on January 15, 2025 will be considered.

We thank you for your interest, however, only candidates selected for an interview will be contacted.