

Wesco Foods – Hiring Form

Employer: Wesco Foods.

Job Position: Assistant Operations Manager.

Job Type: Full Time, Summer Job, Career Opportunity.

Salary: \$18.50 – \$21.00 per hour, depending on Resume.

In Port Alberni, BC.

Send Resume to: wescofoods@hotmail.com

JOB SUMMARY

Training toward responsibilities for the overall management of the store and the activities of the business operation. Exhibit values toward entrepreneurship by personally performing tasks and managing multiple business functions. Works to improve the functionality of our clients and customer satisfaction continually. Supervises our center of operations & work in areas to ensure that quality, sales, distribution, inventory, and production goals are consistently met. Supervise activities related to the effective functioning of the business. Ensures that sanitation and food safety standards are maintained on all premises.

CANDIDATE PROFILE

Education and Experience

***Food Safe Certification required**

- 2 years or more of experience in sales, the food and beverage industry, or related professional areas.
- or
- Equivalence in work or study experience in the food industry.

CORE WORK ACTIVITIES

Responsibilities

- Manages the daily functions of the store operations and ensures compliance with all Food and Beverage policies, standards, and procedures.
- With the help of the operations manager, ensure sales and distribution needs are communicated to management, suppliers and other staff personnel on a daily schedule.
- Assist staff with store and events-related operations.
- Set up and maintain the store to benefit customer interaction and function toward accrued success.
- Develop, design, or create applications, ideas, or displays, including artistic social media marketing and contributions to the seasonal production of local food we receive.
- Assists in managing the daily operations, planning and determining beneficial outcomes and values for the store progression.
- Maintains receiving, dealings and food sales standards and monetary handling.
- Ensures compliance with food storage and sanitation standards.
- Recognizes superior quality products, presentations, display and flavour.
- Ensures compliance with all applicable laws and regulations in a food-safe environment.
- Follows proper handling and the right storage temperatures documentation for all fresh food produce received, in inventory and ensures the equipment's good function and tidiness.

- Operates and maintains all store department equipment and reports malfunctions.
- Ensure the freshness of incoming food orders and their rotation to ensure quality standards are being met.

Job Requirements and Skills

- Supervising and/or coordinating activities in a food business.
- Leads shifts while managing and executing orders and customer service tasks.
- Receive food orders and ensure that steps are followed for the good function of the store operation.
- Utilizes interpersonal and communication skills to lead, influence, and encourage others; advocates sound financial/business decision-making; demonstrates honesty/integrity; leads by example.
- Encourages and builds mutual trust, respect, and cooperation among team members.
- Serves as a role model to demonstrate appropriate behaviours.
- Motivates the behaviour of professionalism and the productivity level of other employees.
- Ensures other employees understand expectations and parameters.
- Establishes and maintains collaborative relationships with all operational staff, customers and clients.
- Ensures property policies are administered fairly and consistently.
- Communicates performance expectations to the staff.
- Recognizes successful performances and the production of desired results.

We are an equal opportunity employer. We believe in hiring diversity in our workforce and sustaining inclusivity. We are committed to non-discrimination of any kind and strive toward a positive space to provide our services for members of our community. We encourage any applicant to apply and ask to respect our zero-tolerance policy when it comes to drugs, violence or alcohol in our healthy and secure food environment structure.

Sincerely,
Wesco Foods
250-735-6532