

# Wesco Food Society – Hiring Form

**Employer:** Wesco Food Society.

**Job Position:** Store Manager.

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

**Salary:** \$20.00 – \$22.00 per hour depending on Resume.

In Port Alberni, BC.

Send Resume at: [wescofoods@hotmail.com](mailto:wescofoods@hotmail.com)

## **JOB SUMMARY**

Accountable for the overall success of the business operations. Exhibit entrepreneurship by personally performing tasks and managing all business functions. Works to continually improve the functionality of the clients and customer satisfaction. Supervises staff & work areas to ensure consistent, quality, distribution and production goals are met. Supervise activities that relate to the good functions of the business. Ensures sanitation and safety food standards are maintained on all premises.

## **CANDIDATE PROFILE**

### **Education and Experience**

#### **\*First Aid Certification required**

- 2 year or more of experience in sales, food and beverage industry, or related professional areas.
- or
- Equivalence in management.

## **CORE WORK ACTIVITIES**

### **Responsibilities**

- Manages the store operations and ensures compliance with all Food and beverage policies, standards, and procedures.
- Estimate, with the help of the operations manager, distribution needs and communicate to suppliers and other related personnel daily.
- Assist staff with all store and events-related operations and preparation.
- Prepares and maintains the store to benefit guests or functions that benefit the good function of the business.
- Develop, design, or create new applications, ideas, or displays, including artistic contributions to the seasonal production of local food.
- Assists the operation manager in planning and determining beneficial values for the store.
- Maintains receiving and food storage standards.
- Ensures compliance with food storage and sanitation standards.
- Recognizes superior quality products, presentations, and flavour.
- Ensures compliance with all applicable laws and regulations in a food-safe environment.
- Follows proper handling and the right storage temperatures for all food products and ensures the equipment's good function.
- Operates, and maintains all store department equipment and reports malfunctions.

- Checks the quality of produce and food products freshness to ensure that standards are being met.

### **Job Requirements and Skills**

- Supervises and coordinates activities in the 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 Food Society  
250-735-6532

*Sylvain Rollin*