

NADLEH WHUT'EN

Job Posting

for

Nadleh Store

Store clerks

Main Responsibilities:

- The provision of courteous and professional service to customers
- The proper execution of store/gas bar opening and closing procedures
- The effective execution of daily store operation activities
- The effective housekeeping and maintenance of the facility
- The performance of other related duties as, and when, requested by the Store Manager

Qualifications:

- Excellent customer service skills. Friendly, positive, responsive, professional and helpful.
- Detail oriented.
- Ability to following cash-in and cash-out procedures.
- Knowledge of electronic point-of-sale cash register operation.
- Knowledge of inventory management and receiving clerk responsibilities.
- Ability to work independently at times with minimal supervision.
- Basic computer skills including MS Office.
- Grade 12 diploma or equivalent
- Experience working in a retail setting is preferred
- Possess strong interpersonal skills

****Only those selected for an interview will be contacted & preference will be given to band members if qualified ****

Please submit resumes to Roxanne Stump

Email: store@nadleh.ca