



## **MARTEN FALLS FIRST NATION #65**

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Ogoki Post, Ontario P0T 2L0 Tel: (807) 349-2509 Fax: (807) 349-2511

# **Job Posting**

### **Position: General Store Manager**

Adawegamik Store LP

Start Date: Immediately

Location: Marten Falls First Nation

Posting Closing Date: Open until filled

File#: 2023-09-21

### **Reports To**

The General Store Manager reports to the Chair of Adawegamik LP Board.

### **Job Overview:**

The General Store Manager oversees all aspects of managing a community store in a very important role as a core business in the community, insuring food security, access to a broad range of consumer products based on local choice and lifestyle, and opportunities to employ local band members.

Marten Falls First Nation is a remote community in Northwestern Ontario accessible by air and winter road in a beautiful wilderness setting with potential to expand.

The General Store manager work term will be a 2 year contract with option to renew.

### **Responsibilities and Duties:**

- Develop an operational plan to achieve financial goals and communicate these goals to the Board and the store team, including:
- Ensure solid execution of in-store selling activities, marketing programs and expansion
- Develop a community relations plan for the store that ensures the development and maintenance of long term business relationships with customers, community stakeholders, and local leadership.
- Develop expert, in-depth knowledge related to store operations, competition with outside fly-in shopping, and the economic factors impacting the community.
- Manage all aspects of the store's daily operations and expansion of business opportunities.
- Develop a strategic business plan under direction of the Board.

## **Skills and Qualifications:**

- Management experience in a retail grocery/ general store operation;
- Strong customer service skills;
- Record of bottom line and sales results in previous roles;
- Ability to interpret a variety of instructions delivered both verbally and in print;
- Overall computer knowledge;
- Strong knowledge of store management operating principles;
- A degree or diploma in retail or business is preferred or equivalent training.
- An ability to speak the local Marten Falls First Nation language is an asset and local cultural awareness
- Skills, knowledge, and experience that can transfer to the store from a related field is an asset.
- Three references and a Security background check required.

Competitive compensation, benefits, leave and accommodation package provided.

### **Apply To:**

Interim General Manager Eugene Lysy  
Marten Falls First Nation  
Ogoki Post, Ontario  
P0T 2L0  
eugene.lysy@gmail.com  
(807) 768-1700

Confidential Information provided by applicants will be used for the purposes of this competition only and is protected in accordance with the Municipal Freedom of Information and Protection of Privacy Act.

Marten Falls First Nation thanks all applicants for making known their interest in the position. Only those applicants who have been selected for an interview will be contacted.