

CO-OPERATIVE EMPLOYMENT OPPORTUNITIES

ASSISTANT MANAGER PIONEER CO-OP PLUMBING & HEATING

The successful candidate will be required to assist, administer and be responsible for the sales, margin, expenses, inventory and SPMH of the Plumbing & Heating Department under the supervision of the Plumbing & Heating Manager. The candidate will be responsible for ensuring that all staff adhere to merchandising standards, marketing efforts, staff appearance, housekeeping and loss prevention. Must ensure acceptable level of service is provided, staff attitude is appropriate and Hassle-Free Guarantee Program is followed on claims and warranties. The chosen candidate will provide accurate estimates on all projects, follow up and close sales, as well as assist with annual budget and ensure claims, invoices, cut-offs and all other paper work is done timely, accurately and meets policy and procedure. The selected candidate will assist with recruitment procedures, and will implement and enforce written performance expectations and standards, and with regular staff meetings and be involved in annual reviews. The chosen candidate will be responsible for the adherence and enforcement of Pioneer Co-op policies and procedures, and ensuring self-development is planned for and the initiative is taken to improve knowledge, skills or attitude.

Requires several years experience in plumbing and heating industry with strong leadership and communication skills. Previous retail experience is an asset. Must be able to work co-operatively with Home Centre Departments.

The Co-operative Retailing System offers a comprehensive salary and benefits package.

Apply to:

Human Resources
Pioneer Co-op
1150 Central Ave. N.
Swift Current, SK S9H 0G1
Fax (306) 778-3424
Phone (306) 778-8807
Email: tberkanpioneercoop@sasktel.net

Deadline: February 9, 2006