

## JOB DESCRIPTION

<b>Position</b>	Store Manager	<b>Division</b>	Retail
<b>Reports</b>	Area Manager	<b>Award</b>	Retail Award 2020
<b>Job Type</b>	Full time	<b>Duration</b>	2 years
<b>Salary</b>	\$65K-\$75K plus 7 weeks of recreation leave and 12% superannuation	<b>Location</b>	
<b>Contact</b>	Nima Lou (08) 8944 6411 or <a href="mailto:Nima.Lou@alpa.asn.au">Nima.Lou@alpa.asn.au</a>		
<b>Website Information</b>	<a href="http://www.alpa.asn.au">http://www.alpa.asn.au</a>		
<b>Format of Applications</b>	<b>Applications must be limited to a one-page application letter and an attached resume that should include relevant work history and contact details for two nominated referees including where possible your current supervisor.</b>		

### Primary Objective:

Under the direction of the Area Manager, the Store Manager is responsible for the successful operation of the store through supporting an leading the store team to achieve KPI targets on training, nutrition, safety, sales, budget and inventory control.

### Key Accountabilities and Responsibilities:

1. Undertake the day to day running of the store.
2. Roster, supervise, train, manage and develop employees.
3. Manage the achievement of budget forecasts, with a focus on cost control and overall responsibility for the store's Profit and Loss outcomes.
4. Working with Merchandising, Nutrition and Local Community Stakeholders to meet local community needs for stock levels, store promotions, local employment and nutrition initiatives.
5. Participate in Store Stocktakes, Safety Audits, Security Audits, and Compliance Audits.
6. Be culturally aware and understanding of the dynamics of the remote community in which we operate
7. Be a champion of the ALPA values and demonstrate a commitment to work health and safety.

### To Apply You Need to Demonstrate

1. A minimum of 3 years experience in retail or similar.
2. An unrestricted NT C Class driver's license or ability to obtain one.
3. Experience using electronic retail systems for stock control, point of sale and staff management.
4. Hold a Certificate III in Retail or ability to obtain.
5. Highly effective interpersonal skills including proficient written and oral communication skills that can be adapted to meet the needs of people from all education levels, language abilities, and ethnic origin.

**Desirable:**

1. Remote store management experience
2. First Aid Certificate
3. Fork Life License
4. NT HR or MR calss driver's license or ability to obtain

**Approved: 18 August 2020**

**, GM**

**Notes:**

This position may require incidental travel to remote communities and that travel may be by vehicle, small plane, or barge.