



Sioux Valley Dakota Nation

Employment Opportunity

Dakota Quick Stop

Cashier/Gas Attendant

Casual / On-Call

About the Role: The Cashier is mainly responsible for the daily operations and duties to ensure the smooth operation of the Dakota Quick Stop.

Key Responsibilities:

- Open and close of Dakota Quick Stop
- Greet customers in a kind courteous manner
- Operate cash register, handle cash, accepting debit/credit/cash payments
- Process Purchase Orders
- Cash outs at end of each shift
- Resolve customer complaints
- Restock shelves and coolers with product
- Daily cleaning/sanitizing of the building
- Other duties as required

Qualifications:

- Previous experience preferred but not required
- Great organizational, written and verbal communication skills
- Punctual and reliable
- Knowledge of computer systems, and proficient with cash registers an asset
- Excellent customer service and must possess a positive attitude
- Must be flexible to work any shift, on call basis
- Submit a satisfactory criminal record check

Competition Number: 202649

Submit Cover letter and Resume indicating Competition Number

Human Resources Department

Sioux Valley Dakota Nation

P.O. Box 38

Griswold, Manitoba R0M 0S0

Phone: 204-855-2671 Fax: 204-855-2131

Email: hrapplcations@svdngovernance.com

This opportunity is open to all applicants; however, preference will be given first to citizens of Sioux Valley Dakota Oyate. We thank all those who apply, but only those selected for an interview will be contacted. For full Job description, please email hrapplcations@svdngovernance.com to request a copy.