



# EMPLOYMENT OPPORTUNITY WITH SASKATOON CO-OP

**Position:** Gas Bar Clerk

**Responsibilities:**

- To come to work with a positive, professional approach and attitude
- To be dependable for all scheduled shifts
- To provide outstanding courteous customer service
- To provide pump island assistance as required
- To maintain a neat, clean, and orderly location at all times
- To have a good working understanding of the till operation (StorePoint system)
- To perform the necessary daily reconciliations and reports
- To order, receive, price, and display merchandise as required for assigned areas as specified by the Station Manager
- To be familiar with and adhere to all Saskatoon Co-op Policies and Procedures
- Under the direction of the Station Manager, to supervise and train staff in the general operation of the location
- To perform opening and closing procedures
- Other duties as assigned

**Qualifications:**

- Minimum of six months diversified Service Station/Gas Bar experience
- Must be strongly service oriented and capable of assisting and selling to customers in a courteous and efficient manner
- Must be well organized, and capable of attaining a high level of production, with a minimum of supervision
- Must have knowledge and experience in the merchandise handled by the department in order to operate efficiently and effectively in the department
- Applicants must have, by the end of their probationary period, completed the Petro Home Course, and therefore have an adequate working knowledge of the merchandise sold by the location

**If you are interested in this job posting please apply to Saskatoon Co-op Human Resources, located upstairs in the Avenue C Home Centre (311 Circle Dr. West).**

