



Xeni Gwet'in Enterprise
PO Box 69, 3054 Nemiah Valley Rd
Nemiah Valley, BC V0L 1X0

Gas Jockey

SALARY: \$14.60 per hour starting wage

POSTING DATE: August 31, 2020

CLOSING DATE: September 8, 2020 @ 3pm

INTERVIEW & HIRE: September 9, 2020 @ 1pm

START DATE: September 14, 2020

QUALIFICATIONS:

- Customer service skills and phone etiquette
- Comfortable in communicating with all ages
- Good computer knowledge
- Self-starter, good organizational skills
- Can work well in a team or as an individual
- Knowledge about Xeni is an asset
- Good work ethics
- Reliable
- Six (6) days of training (official start date depending on how you do in your training)

DUTIES, ROLES & RESPONSIBILITIES

- Attending to customers
- Sweeping, moping, cleaning the bathroom, disinfecting
- Restocking the shelves
- Inventory

KNOWLEDGE AND ABILITIES

- Excellent organizational skills, detail oriented and professional
- Work well on his or her own, with limited or little supervision



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- Communicate effectively
- Establish and maintain cooperative and effective relationship with others
- Hydro card system
- iPos system

HOW TO APPLY:

Drop off in person at the Band Office front desk. Or

By email to:

xenimanager@gmail.com

By fax to:

(250) 394-7043

Attention First Nations Administrator Dalton Baptiste

In the cover letter please provide three (3) work related references

Only those who have been successfully short listed will be contacted for interviews