



**XENI WET'IN**

**ENTERPRISE**

BOX 69, NEMIAH VALLEY, B.C. V0L 1X0

**Job Title:** Gas Station and Store Attendant

**Type:** Part-Time (20 hours/week)

**Salary range:** \$17 - \$22/ hour (based on experience)

We are looking for a part-time Gas Station and Store Attendant to join our team. We are looking for a customer focused employee who is honest, friendly and reliable to fulfill their duties.

**Specific Duties and Responsibilities:**

- Provide excellent customer service;
- Handling cash/debit transactions;
- Comfortable working with computer software and systems;
- Conduct opening and closing shift functions;
- Monitoring and keeping an eye on fuel pumps;
- Checking the fuel tank levels nightly;
- Answering phone calls;
- Cleaning, mopping floors, and garbage removal;
- Support with purchasing inventory if needed, pricing merchandise and restocking the store as needed;
- Follow safety procedures and standards;
- Sanitize and clean restroom facility;
- Able to lift up to 50lbs and unload the inventory shipment;
- Training as required;
- Willing to work weekends, and holidays;

**Experience Required:**

- High-school diploma or equivalent;
- Knowledge and propane ticket or willing to acquire one within the 3 months probationary period;
- Knowledge of counting and handling money;
- Have a BC Driver's License and insured vehicle for transportation (preferred);



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**APPLICATION DEADLINE:**

Please submit an up-to-date resume by email, or hand in to the Xeni Gwet'in Enterprise Receptionist, Darlene Williams or to Meranda Ekman XGE Gas Station Manager.

**Attention:**

Meranda Ekman, XGE Gas Bar Management

[merandalee73@gmail.com](mailto:merandalee73@gmail.com)

**POSTING DATE:** Thursday, December 21, 2023

**DEADLINE:** Wednesday, January 10 , 2024