



A whole lot of gifts, with a sprinkle of news

Retail Store Manager Role

We classify ourselves as a stylish and with the time's newsagent, whose focus is on supplying our customers with unique and beautiful products to make gift-giving convenient and well suited for the receiver.

A part-time employment opportunity is now open at Gifts n' News @ Kellyville West for a customer-service-driven Store Manager. We require availabilities during weekdays Saturdays.

Job description. As part of this role you are required to perform the following:

- Be able to start training as soon as possible at your choice of our Hornsby Westfield or Bankstown Central store
- Have flexible availabilities during weekdays, weekends and during seasonal trade periods
- Be able to work alone unsupervised, as well as successfully manage a small team
- Be fast on your feet and able to work at high speed while maintaining high levels of accuracy
- Take initiative in upholding consistent presentation standards of the store appearance and merchandised displays
- Support senior management in implementing and upholding store policies and procedures
- Taking on manager responsibilities such as opening or closing the store, perform bank deposits, sending reports to senior management, and more
- Ensure staff are motivated and productive by managing staff tasks and creating a supportive environment

To be part of our team of professionals at the top of their game, you will need to have:

- A passion for retail with a genuine interest in providing a unique & exciting shopping experience to our customers
- Retail sales experience working in a fast-paced environment coupled with the right attitude, drive, and a positive mindset
- Card and gift experience, and merchandising would be preferable but not essential
- Suitable experience in computerized POS systems and cash registers
- The ability to communicate well and lead a team with confidence
- Exceptional presentation and reliability
- Time-management skills to complete weekly tasks by deadline times
- Outstanding organizational skills to ensure manager roles are managed efficiently and performed at appropriate times

Training will commence as soon as possible depending on your availability. Training will be held either at our Gifts n News @ Hornsby or Bankstown store as preferred, for approximately 6 weeks before moving to the new Kellyville West store on the 30th of November. More details will follow during the interview.