



JOB POSTING

Seasonal Tree Lot Managers\Assistant Managers, FT (\$16.00\hrs)

As a social enterprise Aunt Leah's Tree Lots have been raising money to fund programs that help prevent youth in foster care from becoming homeless for over 25 years.

We are currently recruiting to fill Full Time & Part Time Seasonal positions for our Christmas Tree Lots. The positions are expected to commence November 23rd, 2018 through to Lot Closing on December 23, 2018.

These are Seasonal positions at established Christmas Tree Lots in Vancouver, Burnaby, Coquitlam, and North Vancouver. In addition, we will be operating Pop UP lots in East Vancouver, New Westminister and Yaletown. All lots are easily accessible by transit.

The Tree Lot Managers \Assistant Managers will be responsible for the overall operations of the designated tree lots:

- Tree lot set up and take down
- Daily opening and closing of the tree lot
- Tree lot Inventory Management
- Tree sales, up-selling, and wrapping
- Supervise and orientate the tree lot volunteers
- Daily reconciliation and reporting
- Cash Handling
- Delivery schedules management

Ideal candidates possess:

- Relevant combination of experience with general suitability
- 1-4 years' experience working with the public
- Ability to work independently
- Ability to work outdoors in all weather conditions
- Criminal Record Check Clearance is required
- Adheres to the Aunt Leah's Code of Ethics
- Ability to work a variety of shifts including week-ends
- Physical ability to lift up to 25-50 lbs.
- Operate hand tools - saw, loppers
- Cash handling experience
- Outstanding Customer Service skills

Candidates must be able to commit to 8 hours a day, 5 days a week and be available to work evenings and weekends for a minimum 5 week period.

To apply, simply email your resume and cover letter to: chutchinson@auntleahs.org. Please INDICATE the position you are applying for and the location where you would like to work in the subject line.