



AGRARIAN MARKET

www.agrarianmarket.com

Job Title:	General Manager (full time, salaried position)
Business :	Agrarian Market
Location:	4 Lake Street, Picton ON
Level/Salary Range:	To be negotiated (health benefits after 3 months)
Start Date	January 22 nd , 2018
Contact:	Patricia McDermott patricia@agrarianpec.ca
Deadline for applications:	January 15th, 2018

Applications Accepted By:

EMAIL OR IN PERSON:

Agrarian Market
4 Lake Street
613.476.0001
patricia@agrarianpec.ca
sales@agrarianpec.ca

MAIL:

Agrarian Market
ATTN: Patricia McDermott
4 Lake Street
Picton, ON
K0K 2T0

Job Description

ROLE AND RESPONSIBILITIES

Staff Management
Scheduling
Business Management
Inventory Management/Control
Management of Agrarian Farmers Market Coordinator (Sunday mornings May to October)
Management of Agrarian Catering Coordinator (year round)
Bookkeeping and Accounting Skills
Providing excellent customer service
Maintaining and updating of all social media platforms
Providing updated content to webmaster
Creating and managing seasonal marketing and promotional events in collaboration with the Prince Edward County tourism industry
Occasional travelling for trade shows, food exhibits and/ or seminars

QUALIFICATIONS AND EDUCATION REQUIREMENTS

Minimum 2 years retail management experience
Detail oriented and strong organizational skills
Excellent communication skills
Experience in food service or catering
Food Handlers Certificate required

PREFERRED SKILLS & BACKGROUND

Strong knowledge of local farmers, food producers/vendors within Prince Edward County
Smart Serve Certificate an asset
Design skills an asset
Cheese knowledge an asset
Transportation an asset

ADDITIONAL NOTES

References required