



PERMANENT FULL TIME JOB OPPORTUNITY

Posted on May 22, 2026

Job Expires: 2026-11-18

Job Location: 4292 Route 115, St-Antoine Sud, NB E4V 2Z6

Hours Per Week: 35

Store Manager – Retail

Employer: Higho Market Ltée-Ltd

Location: 4292 Route 115, ST ANTOINE SUD, NB E4V 2Z6

Wage: \$35.10 per hour (35 hours per week)

Employment Type: Permanent, Full-time

About Higho Market

Higho Market Ltée-Ltd is a community-based convenience store and fuel centre serving the residents of Caissie Cape and surrounding areas. In addition to fuel sales, the business offers grocery and convenience items, takeout food, an in-house pizza kitchen, car wash services, propane exchange, lottery products, and other essential retail services. Operating seven days a week, Higho Market is committed to delivering exceptional customer service while supporting the needs of local residents and travelers.

Position Overview

Higho Market is seeking an experienced and motivated Store Manager – Retail to oversee the daily operations of the convenience store, gas station, and food service department. The successful candidate will lead store operations, supervise staff, manage inventory and budgets, implement marketing initiatives, and ensure excellent customer service while supporting the continued growth and profitability of the business.

Key Responsibilities

Direct, coordinate, and oversee the daily operations of the convenience store, gas station, and in-house food service.

Evaluate daily business performance and implement operational improvements to enhance efficiency and profitability.

Plan, organize, and supervise daily store activities while ensuring compliance with company policies, health and safety standards, and applicable regulations.

Recruit, supervise, schedule, train, and assign duties to store employees.





Determine the merchandise, fuel-related products, convenience items, and food service offerings to meet customer demand.

Implement and monitor pricing, promotional, and credit policies to maximize sales and maintain competitiveness.

Source, purchase, and maintain inventory of retail merchandise, food products, beverages, and operational supplies.

Develop and implement marketing and promotional strategies to increase customer traffic and support business growth.

Prepare operational budgets, monitor revenues and expenses, analyze financial performance, and implement cost-control measures.

Resolve customer concerns, employee issues, inventory shortages, and supplier-related matters promptly and professionally.

Oversee payroll administration, including reviewing employee time records and payroll documentation.

Conduct employee performance evaluations, provide coaching, identify training needs, and support staff development.

Qualifications

College, CEGEP, or other non-university certificate or diploma from a program of one to two years, or equivalent experience.

Three to less than five years of experience in retail management or a related supervisory role. Strong leadership, communication, organizational, and problem-solving skills.

Experience managing retail operations, staff supervision, inventory control, budgeting, and customer service.

Ability to work flexible hours, including mornings, evenings, weekends, and holidays, as required.

How to Apply

Interested candidates are invited to submit their resume and cover letter to jobs.higho@gmail.com.

