



Employment Opportunity

On Site Manager

POSITION SUMMARY

The Haida House On Site Manager has responsibility for the day to day operation of Haida House, including appropriate staffing, payroll, maintenance of building and grounds, supplies, maintenance of guest and other files, inventory, etc. The Manager works cooperatively with the Director of Guest Services, and the Executive Chef to build a welcoming environment, delivering the best of Haida hospitality. The position operates from April to October.

KNOWLEDGE, SKILLS AND ABILITIES

- Excellent organizational, diplomatic and people skills;
- - Self directed, accountable, resourceful and supportive, experience and awareness of local communities and cultural mandates;
- - Available to work seven days a week during the season

TRAINING, EDUCATION AND EXPERIENCE

- Formal training in Tourism Management an asset
- Degree or diploma in Tourism, or equivalent combination of skills, training and experience
- Accounting and data maintenance experience
- At least five years experience in a multifaceted tourism business;
- Successful experience supervising staff, including tourism, food and beverage and Administration;

Preference will be given to qualified Haida applicants.

Deadline for application is January 4, 2019

