



Roseau River Anishinabe First Nation Government
P.O. Box 30
Ginew, Manitoba
R0A 2R0
PH: (204) 427-2312 FAX: (204) 427-2584
Toll Free: 1-888-283-8765

JOB POSTING - Gas Station Manager

Roseau River Anishinabe First Nation

Roseau River Anishinabe First Nation is seeking a motivated and experienced Gas Station Manager to oversee the daily operations of our community gas station. The successful candidate will be responsible for managing staff, inventory, and ensuring excellent customer service while maintaining efficient and compliant operations.

This position plays an important role in supporting economic development and employment within our Nation.

Position Title: Gas Station Manager
Location: RRAFN Highway 6 North Perimeter Winnipeg
Start Date: April 10, 2026

Key Responsibilities:

Operations Management

- Oversee daily operations of the gas station and convenience store
- Ensure safe, efficient, and profitable operation of the business
- Maintain store cleanliness, organization, and safety standards
- Ensure compliance with all tobacco, lottery, and retail regulations

Staff Management

- Supervise and manage **27+ employees**
- Prepare staff schedules and ensure proper shift coverage
- Provide leadership, training, and performance management
- Address workplace issues and ensure a respectful work environment

Inventory & Ordering

- Manage inventory levels and stock control
- Responsible for **tobacco ordering and inventory management**
- Responsible for **lottery ticket ordering, tracking, and reconciliation**
- Order fuel, retail merchandise, and store supplies

Financial Oversight

- Manage daily cash reconciliation and deposits
- Monitor sales performance and expenses
- Work with Roseau River Economic Development Corporation and finance on reporting when required

Customer Service

- Ensure excellent customer service standards
- Resolve customer concerns professionally
- Maintain a welcoming and positive environment for customers

Qualifications

- Previous management or supervisory experience (retail or gas station preferred)
- Experience managing large teams (20+ staff preferred)
- Knowledge of tobacco and lottery regulations is an asset
- Strong leadership, organizational, and communication skills
- Experience with inventory and ordering systems
- Ability to work flexible hours including evenings and weekends
- Strong problem-solving and decision-making skills

Preferred

- Experience working in a First Nation community
- Retail, convenience store, or fuel station management experience

Application Requirements

Applicants must submit:

- **Resume**
- **Cover Letter**
- **Two Professional References**

Application Deadline: **March 18, 2026**

Interviews: **March 19, 2026**

Position Start Date: **April 10, 2026**

Submit Applications:

Email: rachel.ferreira@rrafn.com

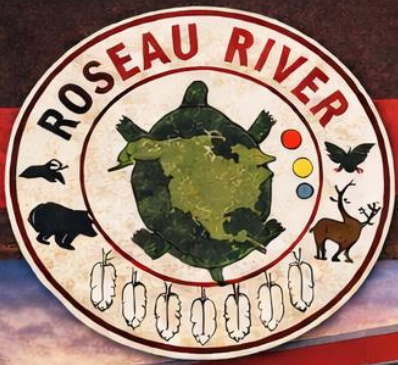
Drop Off (Winnipeg): Roseau River Anishinabe First Nation Sub Office
211-1075 Portage Avenue
Winnipeg, MB

Between 8:30 AM – 4:30 PM

Drop Off (On-Reserve): Roseau River Anishinabe First Nation Government Office

Fax: 204-427-2584

Roseau River Anishinabe First Nation encourages applications from community members.



NOW HIRING

GAS STATION MANAGER

Roseau River Anishinabe First Nation



START DATE: After April 10, 2026

- Manage 27+ Staff
- Oversee Tobacco & Lottery Sales
- Ensure Excellent Customer Service

REQUIREMENTS:

- Management Experience (Retail or Gas Station)
- Knowledge of Tobacco & Lottery Regulations
- Strong Leadership Skills

APPLY BY
MARCH 18, 2026

- **Email:** rachel.ferreira@rrafn.com
Human Resource Portfolio
- **Drop Off:** Roseau River Anishinabe First Nation Sub Office
211-1075 Portage Ave, Winnipeg, MB
or Roseau River Anishinabe First Nation Government Office
- **Fax:** 204-427-2584

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www.RRAFN.com