

# General Manager for a Supermarket in Port Moresby

## General Manager

The Unity Supermarket Interim Board (“USL Board”) is looking for a highly skilled and vibrant individual who can fill the General Manager’s position.

The position requires undivided attention as start-up supermarket hence the USL Board expects the individual to be motivated, innovative, of excellent character, maintain high standards and spiritually sound.

### Key Responsibilities

- Provide strategic leadership and management over the entire Supermarket Operations,
- Ensure the Board is kept up to date on the matters of the operations through weekly, monthly, quarterly and Annual Reports,
- Develop Strategic Plans and Annual Operating Plans (“AOP”) and implementing strategies that are consistent with the Strategic direction set by the Board,
- Develop the company’s overall Sales strategy and ensure monthly sales targets are achieved,
- Develop and formulate dynamic and competitive pricing strategies and policies for various line products without compromising quality with pricing,
- Establish business relationship with major suppliers and negotiate reasonable discounts on bulk orders,
- Aggressively drive integrated marketing, sales and customer management programs,
- Lead, develop and train a team of committed team leaders to drive the operations,
- Encourage team work within the entire operations and ensure staff welfare are well embraced,
- Conduct monthly stock takes on the last day of each month ending,
- Ensure sufficient stock level is maintained on monthly basis,
- Have efficient monitoring system in place to reduce shrinkage and stock damages,
- Oversee the day to day operation and function of the Supermarket,
- A team player, recruiting and providing supervision to all Staff consistent with the Board’s consent and providing general oversight for the entire Supermarket,
- Must be able to develop and maintain contacts and assuming a public relations role,
- Must be presentable at all times and must be prepared to work after hours and on weekends to achieve monthly sales targets,
- Work with External auditors on annual audit matters, and
- Other duties in consistent with the direction of USL Board and compliance with the Companies Act 1997, IRC Compliance, Health, Hygiene and other related requirements or Standards.

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## 2. Key Skills & Experience Required;

- A mature Born- Again Christian.
- Tertiary Qualification preferably in, Business, Commerce or Economics from recognized Tertiary Institution.
- Highly motivated, ready to sacrifice, and fully of energy to build a new business from bottom up
- Minimum 5 -10 years of senior management level experience in retail and wholesale merchandise business and related business environment
- Computer literacy including experience with POS applications & Microsoft Office
- Effective time manager/sets priorities
- Effective communicator
- Initiative/Self starter
- Concern for accuracy and effectiveness
- Strong analytical skills
- Performs well under pressure

The position is based in Port Moresby.

Remuneration and benefits will be discussed during interview with short listed candidates.

To apply for this dynamic role please send your application, certificates, references and a detailed CV to

[unitysupermarketpng@gmail.com](mailto:unitysupermarketpng@gmail.com)

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*Blessed to be a Blessing  
"You can get a lot done if you don't care who gets the credit."*