



HFN Group of Businesses

4576 Adelaide St, Port Alberni BC V9Y 6N3 ph. 778-421-2663 fax 778-421-2664

Hospitality LP – Hotel Manager (Full Time) **HFN Group of Businesses**

Position: The HFN Group of Businesses (HGB) has a full-time position available for a Hotel Manager.

The Manager is responsible for all aspects of operations of the Hacas Inn, Awis Guest House, and Upnit Lodge. The goal for the Business Manager is ensure profitability of the business, to drive sustainable development and long-term success to provide a return on investment for the Nation. The Manager is a key ambassador for the company brand. The Manager leads by example and fostering Huu-ay-aht First Nations Core Principles *ʔiisaak* - Greater Respect, *ʔuuʔatuk* - Taking Care Of, and *Hišuk ma cawak* - Everything is One.

Location: Business operations are in Bamfield, B.C.

Open to: All qualified applicants with preference given to Huu-ay-aht citizens and family members. The successful applicant will be required to reside in the Bamfield area.

Key Accountabilities

- Developing business plans and goals for future development/improvements that leads to growth and prosperity.
- Managing the day-to-day business operation including daily accounting, bank deposits, payroll, and cash management.
- Managing the business assets including the buildings, moorage/docks, and equipment, including routine maintenance, refurbishment, and capital projects.
- Managing on-going profitability, ensuring revenue and guest satisfaction targets are met and exceeded.
- Marketing and promoting the business.
- Ensuring delivery of an excellent guest experience resulting in high levels of customer satisfaction
- Supervising and overseeing the staff and activities.
- Developing and implementing policies and procedures to improve effectiveness and efficiency.
- Ensuring compliance to all policies, procedures and regulations regarding safety, security, and emergencies.

Candidates:



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We are looking for you if you are:

- self-motivated
- dedicated to quality customer service and maintaining open communication
- dependable, calm, optimistic and lead by example.
- experienced in operating a business in the hospitality and/or tourism sector and want to take on a new challenge
- excited by the lifestyle opportunities of living in Bamfield and becoming an integral part of the community
- a people person who enjoys being part of a team that is dedicated to realizing the vision for a flourishing Huu-ay-aht economy.

Job Requirements:

- Knowledge of Huu-ay-aht First Nations goals and aspirations.
- Knowledge of the unique challenges facing 'remote communities'.
- A minimum of 5 years' experience working in a management role in a related hospitality and/or tourism business.
- Certification(s) and/or license(s) appropriate to the business.
- Proven ability to work independently developing and executing long term operational plans.
- Proven ability to analyze and evaluate financial results and implement change when necessary.
- Proven ability to manage and develop staff including the ability to mentor, coach and manage performance.
- Excellent customer service skills
- Successful background checks, including, criminal record check, employment verification, reference checks, and education/credential verification.

A full position description is available at www.hfn-group.ca

Compensation package will be based on the successful candidate's experience and recognized value to the organization.

Application Details:

Interested applicants should submit a resume and cover letter highlighting the skills and experience you would bring to this position and the reason for your interest to hradvisor@huuayaht.com only those shortlisted will be contacted for an interview.



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Closing Date: Resumes received by 4:00 pm on Sept 17, 2021 will be considered.

We thank all applicants for their interest in this position; however, only those candidates selected for an interview will be contacted.