

POSITION TITLE	Butchery Manager
STORE	Pappns Trading Company T/A PaknSave Papamoa
DATE	10 / 01 / 2023
REPORTS TO	Store Manager
PURPOSE OF POSITION	<p>The core responsibilities include</p> <ul style="list-style-type: none">• People leadership & development• Meeting our customer promise “Fresh as, Sweet as, Cheap as”• Meet all financial key performance indicators <p>This role has at its heart, effective people leadership and the continuing development of the butchery capability to meet our customer promise</p>

RELATIONSHIPS**SENIOR LEADERSHIP TEAM**

- Store Manager
- HR Manager
- Chief Financial Officer

PEER GROUP

- Bakery Manager
- Café Manager
- Checkout Manager
- Click & Collect Manager
- Compliance Manager
- Chilled Frozen Liquor Manager
- Deli Manager
- Duty Manager
- Grocery Manager
- Produce Manager
- Price Integrity / GM Manager
- Seafood Manager
- Storeroom Manager

KEY PERFORMANCE INDICATORS & ACCOUNTABILITIES

KPI'S 1 - 4

- Manage team rosters to provide 95% staffing coverage for your daily roster through effective timesheet & roster management.
- 100% completion of performance reviews for team members annually.
- Meet or exceed all financial KPI's being sales budget, GP %, TP %, CTP %, Wage % and banner position.
- Ensure retail excellence is achieved daily through our customer promise.

KPI 5 ABOVE THE LINE

- Maintain a standard of discipline which reflects in high standards of behaviour and dress as agreed by your team in the peer group.
- Personally, upholds team ethics, and accepts nothing less from your team
- Consistently demonstrates honesty and integrity (in words, decisions, and actions) in all of your dealings with internal & external people connected to our business.
- Consistently, openly, and fairly addresses difficult issues (e.g., poor performance, conflict)
- Demonstrates a strong work ethic through your commitment to the teams' success, ownership of problems and self-discipline
- Leads by example in terms of team and store values, drive to succeed and positive outlook
- Challenges appropriately while respecting the position of others
- Demonstrates that customers are first.

GIVENS

- Develop a robust management succession plan
- Maintain Food Safety regulations & reporting
- Maintain Health & Safety regulations & reporting
- 100% adherence to store Human Resource policies & procedures
- Manage Dept ordering, stock control / stock taking processes.
- Manage Dept Asset needs and maintenance.

QUALIFICATIONS AND EXPERIENCE

ESSENTIAL

- Relevant Trade qualification or significant Industry experience
- Computer literate, SAP Champion
- Physically and mentally fit and able to fulfil the requirements of the role.
- Excellent communication and business analytical skills.
- Retail Butchery Management experience

SIGNATURE

- I have read and understood this Job Description:

Employee Signature

Date: