



Chippewas of RAMA  
First Nation

# Employment Opportunity

Job Title: **Budtender**  
 Job Code: BUS172  
 Department: Rama Cannabis  
 Reports to: Supervisor - Store Operations

Date Posted: 4-Nov-20  
 Date Closed: 20-Nov-20  
 (5:00 pm)

**\*\*SPECIAL PROJECT FOR REGISTERED RAMA MEMBERS OR RESIDENT SPOUSE/CHILD OF MEMBER\*\***

The Chippewas of Rama First Nation supports the United Nations Declaration on the Rights of Indigenous Peoples. Specifically, Rama supports the training, education and employment of Indigenous People.

Employment Classification: 2 Full-time positions with benefits as well as 4 Part-time positions.

Availability & Term: Approx. Start Date January 18, 2021.

Remuneration: \$16.66 per hour with increases based on RFN Business Salary Grid.

### JOB PURPOSE/SUMMARY

With regulatory compliance and positive customer experiences as top priorities, this entry level position will primarily focus on key back-of-house duties including verifying/filling orders and inventory/re-stocking displays with the ability to provide exceptional customer service on the sales floor as needed.

### QUALIFICATIONS

- Education:**
- Grade 10 preferred or equivalent work experience in a retail sales environment.
- Skills and Abilities:**
- **Must be 19 years of age or older.**
  - **Must obtain a CANSSELL Ontario Standard Level Training Certification as a minimum prior to opening as a condition of employment.**
  - Ability to effectively work in a highly regulated, fast paced environment.
  - Must be customer oriented with strong communication skills.
  - Must be friendly, reliable and trustworthy with a positive attitude.
  - Must be able to work all shifts including weekends, evenings and holidays.
  - Must be able to lift up to 30 pounds and stand for extended lengths of time.
  - Willingness to learn and commitment to developing skills.
  - Cannabis knowledge an asset.
- Experience:**
- Minimum of 1 year experience in retail sales or hospitality or high volume/fast paced work environment.
  - POS experience preferred.
- Other:**
- A Criminal Reference Check is required for this position.

Qualified applicants may submit their cover letter and resume to the attention of:

Charlene Benson, Human Resources Manager  
 Chippewas of Rama First Nation  
 5884 Rama Road, Suite 200, Rama, Ontario L3V 6H6  
 Fax: (705) 325-4718 Email: charleneb@ramafirstnation.ca

**\*\* ONLY THOSE APPLICANTS SELECTED FOR AN INTERVIEW WILL BE CONTACTED \*\***

Rama First Nation is committed to an inclusive, barrier-free environment. Accommodation will be provided in all steps of the hiring process. Please advise Human Resources if you require any accommodation to ensure you can participate fully and equally during the recruitment and selection process.

**The Chippewas of Rama First Nation - A Proud, Progressive First Nation Community**



# Job Description

Job Last Updated: 2-Nov-20

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Department:	Rama Cannabis
Reports to:	Supervisor - Store Operations

## **JOB PURPOSE/SUMMARY**

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## **KEY JOB FUNCTIONS/RESPONSIBILITIES**

- Ensure front-of-house and on-line customer orders are verified and filled correctly and accurately.
- Monitor inventory levels and re-stock / re-order when necessary (back-of-house shelves, display cases, etc.).
- Assist with receiving and processing inventory including packaging and labelling.
- Complete all tasks and duties in processing customer transactions with accuracy.
- Qualifying guest eligibility in accordance with regulatory requirements and standards.
- Operate POS system and process cash/debit/credit transactions.
- Develop relationships with customers and appropriately determining customer needs.
- Adhere to all company training and compliance manual standards and procedures.
- Adhere to all legislative requirements of cannabis retailers and ensure compliance in all transactions.
- Ensure that all company communication, rollouts, directives are understood and followed.
- Work closely with Budmasters to continually increase cannabis product and accessories knowledge through on-going training.
- Ensure open communication with co-workers and management team.
- Assist with opening and closing of store.
- Ensure clean and safe work environment.
- Complete all tasks as assigned by General Manager or Store Supervisors.