



**WESTERN
RANCH
SUPPLY**

Westend Store Manager

Job Description

The Westend manager will oversee daily operations at the store. This person will be responsible for managing employees, scheduling, giving projects, organization. This person must be highly organized, detailed, and have great leadership. Must motivate employees and set goals. Maintain a clean store environment. Excel in customer service.

Key Areas of Responsibility

- » Perform assigned duties in a professional and timely manner
- » Assist employees and customers
- » Manage employees
- » Maintain store cleanliness and organization
- » Delegate appropriate tasks to employees
- » Meet and greet customers

Skill Set Requirements:

- » Strong communication skills
- » Strong customer service skills.
- » Strong organizational skills
- » Positive attitude and willingness to learn
- » Excel in fast-paced, evolving work environment
- » Familiar with standard retail processes
- » Basic computer skills

Physical Demands:

- » Close vision for PC work
- » Standing for long periods of time

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job.



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<https://www.indeed.com/cmp/Western-Ranch-Supply!>



West End Billings
7305 Entryway Drive
Billings, MT 59101
(406) 252-6692

Downtown Billings
303 North 13th St.
Billings, MT 59101
(406) 252-6692

Great Falls
4000 River Dr. N
Great Falls, MT 59403
(406) 761-2160

The Shop
1615 6th Ave. N
Billings, MT 59101