



Northern Peninsula Area Regional Council

Advertisement

RETAIL ASSISTANT MANAGER, SUPERVISORS & RETAIL ASSISTANT

Join the Heart of Our Retail Community!

Northern Peninsula Area Regional Council (NPARC) is seeking motivated, community-minded individuals to join our retail team. Whether you are an experienced leader or looking to launch your career, we have a place for you in our vibrant community.

Available Positions

- Retail Assistant Manager
- Supervisors
- Retail Assistant

Location: Various NPARC Retail Sites

Status: Full-time, Permanent, Part-time, & Casual opportunities available

Closing Date: Wednesday, 6 May 2026, at 11:59 pm

Remuneration: Competitive rates in line with the NPARC Certified Agreement

Why Join NPARC?

We don't just sell products; we provide essential services that support the growth and well-being of the Northern Peninsula Area. As a member of our retail team, you will be at the front line of community interaction, ensuring our residents have access to high-quality groceries, hardware, and fresh food.

What We Offer:

- Career Growth: Professional development in retail management and operations.
- Supportive Environment: A collaborative, culturally safe team that values local knowledge.
- Community Impact: Help maintain local food security and infrastructure.
- Work-Life Balance: Multiple contract types to suit your lifestyle.

What You Bring:

Customer Focus: A positive, "can-do" attitude with a genuine desire to help others.

Retail Passion: Experience in or a strong interest in the grocery and hardware trades.

Leadership (for Managers/Supervisors): The ability to mentor staff, manage rosters, and drive store performance.

Reliability: A proven work history and the ability to work effectively within a team or independently.

Cultural Awareness: A commitment to understanding and respecting the traditions and needs of Aboriginal and Torres Strait Islander people.

How to Apply:

We are seeking motivated individuals to join the NPARC Retail team. Please follow the instructions below for your desired role:

- **For Retail Assistant Roles:** Please complete the attached Application for Employment Form and provide an updated Resume.
 - *Note: For these roles, interviews will be conducted as a "pool interview" process. This means you may be interviewed at the same time your application is received. Please come prepared!*

For Supervisor Roles:

Please complete the attached Application for Employment Form and provide an updated Resume outlining your previous leadership experience and relevant licenses.

For Assistant Manager Role:

Applications must include a formal Cover Letter specifically addressing the Key Selection Criteria from the Position Description and an updated Resume detailing your professional history.

Submission Guidelines:

All applications must be submitted via email to hradvisor@nparc.qld.gov.au or delivered in person to the HR Department New Mapoon Council Office.

Please ensure you include copies of any relevant qualifications and licenses requested in the Selection Criteria.

Note: Recommended candidates will undergo a medical assessment (including drug/alcohol testing) and standard pre-employment checks.

Dalassa Yorkston
Chief Executive Officer