



STATE OF ALABAMA  
DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES

**Gulf State Park**

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GOVERNOR

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COMMISSIONER

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DEPUTY COMMISSIONER

## **MERCHANDISE SUPERVISOR**

As part of the Gulf State Park Staff, this employee would assist the pier manager with the control of all resale merchandise and food and beverage sales. This position would require close attention to detail and exceptional organization skills. The merchandise supervisor will be proficient in the operation of the pier resale POS system and perform guest sales transactions as needed. The merchandise supervisor will also augment as the pier manager during the pier manager's absence.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist with the ordering and receiving of all resale merchandise and food and beverage items.
- Analyze and maintain adequate merchandise par levels depending upon seasonal business levels.
- Monitor the timely rotation of perishable food and beverage items.
- Enter all purchased resale items into the Itinio inventory system.
- Process and submit all invoices in a timely manner.
- Maintain and organize all pending order invoices.
- Consult with the pier manager with pricing strategies to control purchase for resale costs.
- Supervise all physical inventories.
- Work closely with the chief accountant and purchasing manager.
- Have a working knowledge of the Alabama Buys program.
- Have a working relationship with all pier resale vendors.

### SUPERVISORY RESPONSIBILITIES

- Augment as the pier manager during the pier manager's absence.

### KNOWLEDGE, SKILLS, AND ABILITIES

- Communicate clearly and effectively with the ability to prepare and present accurate reports via use of email, Word, Excel, and PowerPoint.
- Availability to work any shift including weekends and holidays.
- Successfully multitask while collaborating with fellow employees and upper management.
- Possess a valid driver's license and be able to safely operate various types of maintenance vehicles.
- Must possess a high school diploma or equivalent.
- Previous supervisory experience in a fast-paced work environment.
- Must have exceptional customer service skills.

## PHYSICAL DEMANDS

- Must be able to stand and walk for long periods of time, lift up to 50 pounds, twist, and bend on a frequent basis.
- Must be able to work in an outdoor environment with hot and humid conditions in summer months as well as cold to frigid conditions in the winter months.

## WORK ENVIRONMENT

The Gulf State Park is an eventful place to work. As an employee of the pier, you will have the opportunity to engage with guests from all over the country, introduce them to the finest public fishing pier on the Gulf Coast and experience the variety of marine life that frequent the Alabama Gulf Coast.

## ADDITIONAL INFORMATION

This is a full-time (40 hours) position. The work schedule for this position is Monday through Friday 8:00 AM to 4:30 PM. It will include the ability to work some holidays and weekends. The starting pay for this position is \$14.40 - \$16.29 per hour depending on experience with the possibility of qualifying for insurance within 30 – 45 days. The starting pay may vary and will be determined at the time of hire based on qualifications. Regulations pertaining to salary and benefits are governed by State Personnel and cannot be negotiated. Non merit employees, such as temporary or seasonal, do not receive any benefits other than wages.

If interested, please send an application to [gulf.statepark@dcnr.alabama.gov](mailto:gulf.statepark@dcnr.alabama.gov)

Link to Gulf State Park Application:

<https://www.alapark.com/sites/default/files/2019-08/State%20App%20for%20Gulf%202.pdf>

## **THE STATE OF ALABAMA IS AN EQUAL OPPORTUNITY EMPLOYER**

The Department of Conservation and Natural Resources does not discriminate on the basis of race, color, religion, age, sex, national origin, disability, pregnancy, genetic information, or veteran status, in its hiring or employment practices nor in admission to, access to, or operations of its programs, services, or activities.