



On behalf of our client, Paws and Claws Pet Supplies, we invite suitable candidates to apply for the position of:

### **Assistant General Manager**

#### **Island Employment Partners Ltd.**

- Human Resources
- Secondments
- Recruitment
- Immigration
- Payroll
- Advisory

For more information,  
or to confidentially apply,  
please contact:

**Jessica Redford**  
jessica@iep.bm  
296-0497

Closing Date:  
**November 29, 2021**

SE Pearman Building  
9 Par La Ville Road  
HM11 Bermuda

[www.iep.bm](http://www.iep.bm)

The successful candidate will be able to assist with the busy day-to-day operations of Bermuda's popular western pet shop. General duties include but are not limited to day-to-day operations, conversing with overseas merchandisers, ordering of supplies, bookkeeping, accounts payable/receivables and providing outstanding customer service.

The successful candidate will hold a relevant bachelor's degree with a minimum of 3 years previous experience managing a retail store. Previous exposure to accounting and/or bookkeeping preferred. The successful candidate will conduct themselves in a responsible and mature nature with exceptional attention to detail, be available for evenings, weekends and holidays, be a team player and computer literate. Excellent references and clear criminal background required.