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ASSISTANT MANAGER

Posted on February 7, 2026

Job Expires: 2026-08-17

Salary: \$28.00 to \$ 36.65 per hour

Days INN Cranbrook, located at 600 Cranbrook Street North, Cranbrook, BC, V1C 3R7, is looking for Assistant Manager for their Hotel. The candidate should have either minimum 1 year of experience or a relevant post secondary education. This is a permanent full-time position with 30-40 hours per week. The wage will be \$28.00 to \$36.65 hourly (To be negotiated).

The list of job duties comprises, but is not limited to, the following:

- *Evaluate daily operations
- *Monitor staff performance
- *Plan and organize daily operations
- *Recruit staff
- *Set staff work schedules
- *Supervise staff
- *Train staff
- *Organize and maintain inventory
- *Ensure health and safety regulations are followed
- *Negotiate arrangements with suppliers for food and other supplies
- *Address customers' complaints or concerns

Interested candidates may drop their resume at Days INN, 600 Cranbrook Street North, Cranbrook, BC, V1C 3R7 or email it to Daysinncranbrookbc@outlook.com.

