



General Manager – Shelly's Indigenous Bistro

Job Number: SIB-JP-2025-002

Location: Winnipeg, MB

Job Type: Full-Time, Permanent

Status: Open Until Filled

Date Posted: Dec 22, 2025

About Us

Shelly's Indigenous Bistro is an Indigenous-owned catering, takeout, and delivery business located in Winnipeg. We are committed to serving high-quality Indigenous comfort food while supporting community, culture, and local employment. We are seeking a dedicated General Manager to lead daily operations and support the continued growth of our kitchen and catering services.

About the Role

The General Manager oversees all aspects of restaurant, kitchen, and catering operations. This role requires strong leadership, excellent communication skills, and experience working in a fast-paced food service environment. The successful candidate will ensure smooth daily operations, uphold food quality and safety standards, and support staff development.

Key Responsibilities

- Oversee daily restaurant, kitchen, delivery, and catering operations
- Supervise and support staff (kitchen and front-of-house)
- Manage schedules, attendance, and staffing needs
- Ensure food quality, safety, and hygiene standards are met

- Coordinate catering orders, events, and deliveries
- Monitor inventory and manage supplier orders
- Maintain a clean, organized, and efficient work environment
- Handle customer concerns professionally and promptly
- Support HR with training, hiring, and performance management
- Assist with budgeting, cost control, and daily reporting

Qualifications

- 2–3+ years in a supervisory or management role (food service industry preferred)
- Strong leadership and team management skills
- Experience in fast-paced kitchens, takeout, or catering environments
- Excellent communication and problem-solving abilities
- Ability to multitask and make quick decisions
- Knowledge of food safety standards
- Able to lift 30 lbs and stand for extended periods
- Valid driver's license is an asset

Indigenous Preference

As an Indigenous-owned business, preference may be given to qualified Indigenous applicants (First Nations, Métis, Inuit). Self-identification is voluntary.

Work Conditions

- Fast-paced kitchen and catering environment
- Evening and weekend availability required based on business needs
- On-site position at 1364 Main Street, Winnipeg
- Staff meals/discounts may be available

How to Apply

Please email your résumé to: Trisha Sinclair, HR Manager trisha@yensbooks.com

Or apply in person at: 1364 Main Street, Winnipeg

Benefits

- Dental care
- Extended health care

.