

Operations & Production Manager

Arsenault's Potato House

Hampton, Prince Edward Island, Canada

About Arsenault's

Arsenault's Potato House is a new farm-based craft beverage and tourism destination launching in 2026 in Prince Edward Island. The business centers around a premium **potato-based apéritif**, seasonal food products, and on-site visitor experiences.

Located near Victoria-by-the-Sea, the farm offers a unique coastal setting combining craft production, direct-to-consumer sales, and tourism.

This is a ground-floor opportunity to help build and operate a new business from the start.

Position Overview

We are seeking a **hands-on Operations & Production Manager** to support all aspects of the business, including production, inventory, bookkeeping, and customer-facing operations.

This is a dynamic, startup-style role suited to a recent graduate interested in entrepreneurship, food and beverage, tourism, or small business operations.

The successful candidate will work directly with the founder and play a key role in launching and running the business.

Key Responsibilities

Operations & Systems

- Support day-to-day operations across production, retail, and experiences
- Help develop and improve workflows and operational systems
- Assist with scheduling, task coordination, and daily priorities
- Track basic operational metrics (sales, inventory, costs)

Production & Inventory

- Assist with small-batch production of apéritif and food products

- Manage inventory of raw materials and finished goods
- Coordinate ordering and supplier communication
- Maintain cleanliness and organization of production areas

Bookkeeping & Financial Tracking

- Record expenses and maintain organized financial records
- Assist with basic bookkeeping and cash tracking
- Support budgeting and reporting processes

Sales & Customer Experience

- Support on-site sales, tastings, and customer interactions
- Assist with farmers' markets and off-site sales
- Help maintain a welcoming and professional visitor experience

General Startup Support

- Take on a wide variety of tasks as needed
- Contribute ideas to improve operations and efficiency
- Work independently and adapt to changing priorities

Qualifications

Required

- Graduate or working towards a degree or diploma in business, commerce, environmental studies, agriculture, hospitality, food or related field
- Strong organizational and problem-solving skills
- Comfortable working with numbers and basic financial tracking
- Ability to work independently in a fast-paced environment

Assets (Not Required)

- Experience with bookkeeping software (e.g., QuickBooks)
- Experience in food, beverage, retail, or hospitality environments
- Inventory management experience
- Interest in entrepreneurship or building a business

Compensation & Benefits

- **Starting wage:** \$20-30 per hour (based on experience)
 - Performance-based growth opportunities
 - Flexible work structure outside peak season
 - Hands-on experience across all aspects of a growing business
 - Staff access to products and on-site experiences
 - Direct mentorship from the founder
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Work Schedule

- Full-time (30–40 hours per week)
 - Peak season (May–October) will require higher intensity and weekend work
 - Off-season offers more flexibility in scheduling
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Location

Hampton, Prince Edward Island (near Victoria-by-the-Sea)

How to Apply

Please submit:

- Resume
- A short note outlining your interest in the role

Send applications to:
randal@nl.rogers.com

Closing Date

May 31, 2026