



Operations & Inventory Coordinator Full-Time

Campbell River Region
Campbell River

Tuesday July 7, 2026

\$26 - \$30/ hour (\$28.00 to \$32.00)

Company: Gathering Place Trading

Website: <https://gatheringplacetrading.com/>

Industry: Management/ Administration

How to apply:

To apply, please send your resume and a brief cover letter to gm@gatheringplacetrading.com, and cc sales@gatheringplacetrading.com.

Expiry Date:

Tuesday, July 21, 2026

Details:

About Us Gathering Place Trading is a majority women-owned and women-led Canadian company specializing in thoughtfully sourced organic spices, herbs, teas, and sea salts. We work closely with trusted farming partners around the world while hand-packing our products on Vancouver Island, BC. We are proud to foster a supportive, collaborative workplace where people are encouraged to learn, contribute, and grow. We're looking for a highly organized, proactive, and solutions-oriented individual to join our growing team at Gathering Place Trading. This is more than an operations role. It's a long-term career opportunity with a clear growth pathway: Operations & Inventory Coordinator to Operations Supervisor to Operations Manager. Campbell River, BC *Full-Time | 4-Day Work Week (Monday to Thursday) *\$28.00 to \$32.00 per hour (experience dependent) What We Offer - 4-day work week (Monday through Thursday) - Flexible scheduling for work-life balance - Competitive hourly wage (\$28-\$32/hour) dependent on experience - Employee product discounts - Extended health & dental benefits - Supportive and purpose-driven team - Opportunities for long-term growth and advancement If you enjoy building systems, solving problems, coordinating multiple moving parts, and helping operations run smoothly, we'd love to hear from you!

Qualifications & Experience:

The successful candidate will receive mentorship and training in: - Production planning - Inventory management - Purchasing - Supply chain coordination - Supplier relationships - Operational leadership
