



Liquor Store Manager

Job Type: Full time
Division: Finance
Department: Liquor Store
Salary: \$41.90 – \$53.12/hour
FLSA Status: Exempt
Union: None
Deadline: Open until filled with first review of applications on 10/20/2026

The City

Fairmont, founded in 1857, is a city with a population of 10,000+ located in southern Minnesota at the intersection of I-90 and Hwy 15. It is the county seat of Martin County. Set amidst the prairie, Fairmont is surrounded by farmland and is roughly 15 square miles in size. In addition to its strong agricultural ties, it is home to a chain of five beautiful lakes and has earned the nickname "City of Lakes". The lakes provide entertainment in the form of boating, fishing, swimming, and more! The city also boasts nearly 400 acres of parks, playgrounds, athletic fields, a mini golf course, and a disc golf course; a variety of businesses and dining establishments; public and private school systems; top-tier healthcare facilities; and an appreciation for arts, culture, and local history. These amenities offer a good quality of life to residents and foster a strong sense of civic pride.

The Organization

The City of Fairmont is made up of approximately 95 full-time employees and 15 part-time employees who support various functions relating to administrative/financial services, community development, public safety, public works and utilities (engineering, electric, parks, streets, water, wastewater), and other municipal amenities including an airport and liquor store. It employs roughly 85 additional staff on a seasonal basis to support its aquatic park and public works/utilities operations. It has a fire department consisting of about 30 paid-on-call firefighters as well.

Fairmont is a home rule charter city with a Council-Administrator form of government. The city council is comprised of six elected officials who govern the issues related to the city. The mayor and councilmember-at-large are elected by all Fairmont citizens. The additional four councilmen are elected by the citizens of the ward they represent.

The Department

Fairmont Liquor falls within the Finance/Administration division. It offers a wide range of products; 500 varieties of wine, 300 brands of beer, and 300 brands of liquor as well as THC beverages. As a municipal liquor store, the profits generated through its operation go back into the City. These revenues help counteract tax rates and help pay for City services, thereby benefiting citizens. The liquor store is open seven days a week and is managed by full-time staff. Most staff, however, are part-timers who enjoy working there as a side job or retirement gig.

Position Summary

Under the general supervision of the finance director, the liquor store manager oversees all operational and personnel aspects of the off-sale retail establishment. This position will be responsible for managing daily store operations and carrying out administrative tasks related to budgeting, purchasing, inventory control, and pricing. It will also be responsible for supervising employees, including the assistant store manager and multiple clerks.

The Liquor Store Manager is an important role that ensures efficient procedures, strong customer service, and full compliance with all municipal and state alcohol and THC beverage laws. If you are a detail-oriented team leader with a passion for strategic merchandising and building positive customer relations, this job may be the perfect fit for you!

The work schedule may vary depending on business need but will typically consist of 40 hours per week. Store hours are 9:00 a.m. to 9:00 p.m. on Mondays through Thursdays, 9:00 a.m. to 10:00 p.m. on Fridays and Saturdays, and 11:00 a.m. to 3:00 p.m. on Sundays.

Minimum qualifications for this position include a high school diploma or equivalent as well as five years' previous retail experience with some background in administrative and bookkeeping work. Preferred qualifications include knowledge of computerized cash register systems and previous liquor retail sales experience. Successful candidates will have strong leadership, communication, and organization skills as well as the ability to collaborate with many different people (staff, customers, sales reps, etc.). They must also have a valid driver's license and pass criminal background and credit checks.

The salary range for this position is \$41.90/hour – \$53.12/hour with an anticipated starting salary up to the midpoint, DOQ. The City also provides a competitive benefits package which includes medical, dental, vision, and life/AD&D insurances; HSA and FSA spending plans; paid time off (holidays, sick time, and vacation time); an Employee Assistance Plan service; a MN PERA benefit for qualified employees; and a deferred compensation plan.

More Information

Visit the City's website (<https://fairmont.org/jobs-2/>) to view the complete job description and application instructions. The first review of applications will take place on Tuesday, October 20th.