



Retail Supervisor

Posted by: Virks Enterprises Ltd O/A as Tempo St Walburg

Posting date: 03-May-2024 **Closing date:** 30-Oct-2024

Education: Completion of secondary school education is usually required

Language: English

Job location: Frenchman Butte

Salary: \$19.96 Per Year

Years of Experience: Fresher (less than 1 year)

Vacancy: 2

Job Type: Full Time

Job id: CAJ2533708

Expired

Job description:

Company Operating Name: Virks Enterprises Ltd O/A as Tempo St Walburg

Description: We are a retail convenience store located in the scenic town of St Walburg, Saskatchewan. We operate an entire convenience store with groceries and a gas station. We need a Retail Store Supervisor to supervise and coordinate the activities of workers and cashiers.

Specific Skills:

- Supervise and co-ordinate sales staff and cashiers
- Assign workers to duties and prepare work schedules
- Authorize payment and return of merchandise
- Resolve customer complaints, requests and supply shortages
- Maintain inventory and order merchandise
- Hire and train new staff and monitor their performance

Ensure cleanliness and maintain image standard of the store
Open the store.
May perform banking duties in the absence of the store manager
May process daily sales and cash outs every night
May perform same duties as workers supervised
May perform key holding and managerial duties in the absence of the manager, such as opening and closing of the store
Manage escalated complaints
May develop and implement marketing strategies
May sign deliveries for the retail part

Terms of Employment: Permanent, Full time
Language of work: English
Wage: 19.96 per hour
Hours: 30 to 40 hours per week
Location of work: **St Walburg, Saskatchewan**

Transportation/Travel Information: Public Transportation is **NOT** available.

Education: Completion of secondary school education is usually required

Work Experience: Previous Retail Sales Experience
Experience is an Asset

APPLY By email: **mahmoodkhalid953@yahoo.com**

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: mahmoodkhalid953@yahoo.com

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