



## Retail Supervisor

**Posted by:** EMET Industries Inc.

**Posting date:** 21-May-2024      **Closing date:** 17-Nov-2024

**Education:** Completion of secondary school education is usually required

**Language:** English

**Job location:** Other

**Salary:** \$19.96 Per Hour

**Years of Experience:** 3 years

**Vacancy:** 1

**Job Type:** Full Time

**Job id:** CAJ6118001

Expired

### Job description:

**Company Operating Name:** EMET Industries Inc.

**Business Address:** Beauval, Saskatchewan

**Position Title & # Of Vacancies:** Retail – Supervisor (1 Position)

**Marketed to:** Students, Youth, Visible Minorities, Persons with disabilities, Indigenous peoples, Newcomers to Canada,

**Description:**

We are a pharmacy located in a scenic rural valley town of Beauval, Saskatchewan. We operate an entire pharmacy dispensary operation and a retail store in the front. We need a **Retail Store Supervisor** to supervise and co-ordinate the activities of workers and cashiers in

the retail part of our business.

**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  
Prepare bank account reconciliations  
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  
**Hours:** 30 to 40 hours per week  
**Location of work:** Beauval, Saskatchewan  
**Work Setting:** Beauval #437 Pharmave

**Benefits:**

- o 15 days annual vacation
- o Medical and Dental Benefits – upon completion of 90 days full – time employment
- o Annual Discretionary Bonus after 1 year of full – time employment; performance and compatibility profitability base
- o 10% discount on all In-Store purchases, including immediate family members.

**Security and Safety:** Criminal record Check

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

**Education**

Completion of secondary school education is usually required

**Work Experience:** 2 to 3 years in retail experience

**HOW TO APPLY**

By email: **[kellyhr437@gmail.com](mailto:kellyhr437@gmail.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: [kellyhr437@gmail.com](mailto:kellyhr437@gmail.com)

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