



## Retail store supervisor

**Posted by:** ONTARIO CONVENIENCE

**Posting date:** 12-Dec-2024      **Closing date:** 10-Jun-2025

**Education:** College, CEGEP or other non-university certificate or diploma from a program of 1 year to 2 years

**Language:** English

**Job location:** Sarnia

**Salary:** \$20 Per Hour

**Years of Experience:** 1 year

**Vacancy:** 2

**Job Type:** Full Time

**Job id:** CAJ4222656

Expired

## Job description:

### Responsibilities

#### Tasks

- Supervise staff (apprentices, stages hands, design team, etc.)
- Hire and train or arrange for training of staff
- Order merchandise
- Authorize return of merchandise

Establish work schedules  
Sell merchandise  
Prepare reports on sales volumes, merchandising and personnel matters  
Resolve issues that may arise, including customer requests, complaints and supply shortages  
Organize and maintain inventory  
Supervise and co-ordinate activities of workers  
Manage cash  
Conduct performance reviews

### **Supervision**

5-10 people  
Cashiers

### **Experience and specialization**

#### **Area of specialization**

Retail store

### **Additional information**

#### **Personal suitability**

Excellent oral communication  
Organized  
Team player  
Excellent written communication

**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: [convenienceontario@gmail.com](mailto:convenienceontario@gmail.com)**

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