



## supervisor - retail

**Posted by:** Petro Canada

**Posting date:** 06-Mar-2025      **Closing date:** 26-Mar-2025

**Education:** Secondary (high) school graduation certificate or equivalent experience

**Language:** English

**Job location:** Port McNeill

**Salary:** \$27.00 Per Hour

**Years of Experience:** 1 year

**Vacancy:** 1

**Job Type:** Full Time

**Job id:** CAJ4401870

Expired

## Job description:

### supervisor - retail

Verified

Posted on January 15, 2025 by Petro Canada

#### Job details

2690 Mine Rd Port McNeill, BC

VON 2R0

On site

27.00 hourly / 40 hours per Week

Permanent employment

Full time

Day, Early Morning, Evening, Flexible Hours, Overtime, Shift, Weekend

Starts as soon as possible

Benefits: Health benefits, Financial benefits, Other benefits

1 vacancy

Job Bank #3207704

## Overview

### Languages

English

### Education

Secondary (high) school graduation certificate  
or equivalent experience

### Experience

1 year to less than 2 years

### On site

Work must be completed at the physical location. There is no option to work remotely.

### Work site environment

Non-smoking

## **Work setting**

- Retail service establishment
- Rural area
- Remote location
- On-site customer service
- Gas bar

## **Responsibilities**

### **Tasks**

- Supervise staff (apprentices, stages hands, design team, etc.)
- Assign sales workers to duties
- 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

### **Supervision**

- 3-4 people

## **Experience and specialization**

### **Computer and technology knowledge**

- MS Outlook

### **Area of specialization**

- Retail store

## **Additional information**

### **Security and safety**

Criminal record check

### **Transportation/travel information**

Own transportation

Public transportation is not available

### **Work conditions and physical capabilities**

Fast-paced environment

Work under pressure

Tight deadlines

Handling heavy loads

Manual dexterity

Attention to detail

Combination of sitting, standing, walking

Walking

Ability to distinguish between colours

Standing for extended periods

Bending, crouching, kneeling

### **Personal suitability**

Accurate

Client focus

Efficient interpersonal skills

Excellent oral communication

Flexibility

Organized

Reliability

Team player

Dependability

Initiative

Judgement  
Ability to multitask

## Benefits

### Health benefits

Disability benefits  
Health care plan  
Paramedical services coverage

### Financial benefits

Life insurance

### Other benefits

Other benefits

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## Employment groups

This employer promotes equal employment opportunities for all job applicants, including those self-identifying as a member of these groups:

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## Who can apply to this job?

Only apply to this job if:

- You are a Canadian citizen, a permanent or a temporary resident of Canada.
- You have a valid Canadian work permit.

If you are not authorized to work in Canada, **do not apply**. The employer **will not respond to your application**.

## How to apply

### Direct Apply

By Direct Apply

### By mail

2690 Mine Rd  
Port McNeill, BC  
V0N 2R0

This job posting includes screening questions. Please answer the following questions when applying:

- Are you available for shift or on-call work?
- Are you available for the advertised start date?
- Are you currently a student?
- Are you currently legally able to work in Canada?
- Are you willing to relocate for this position?
- Do you currently reside in proximity to the advertised location?
- Do you have previous experience in this field of employment?

### Advertised until

2025-02-14

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: [polarexpressjobposting@gmail.com](mailto:polarexpressjobposting@gmail.com)

**Posted on [canadianjobportal.com](https://canadianjobportal.com)**