



## **SUPERVISOR – RETAIL (NOC-62010)**

**Posted by:** 2224871 ALBERTA LTD. O/A DRAYTON VALLEY TEMPO

**Posting date:** 07-Aug-2025      **Closing date:** 03-Feb-2026

**Education:** Secondary (high) school graduation certificate

**Language:** ENGLISH

**Job location:** Drayton Valley

**Salary:** \$23.65 Per Hour

**Years of Experience:** 1 year

**Vacancy:** 1

**Job Type:** Full Time

**Job id:** CAJ7607271

**Expired**

### **Job description:**

**TITLE:** SUPERVISOR – RETAIL (NOC-62010)

**EMPLOYER:** 2224871 ALBERTA LTD. O/A DRAYTON VALLEY TEMPO

### **Job details**

5829 50th Ave Drayton Valley, AB  
T7A 1J4

On site

23.65 hourly / 35 to 40 hours per week

Permanent employment

Full time

Evening, Shift, Morning, Night, Day, Weekend, Overtime available

Starts as soon as possible

1 vacancy

## Overview

### Languages

English

### Education

Secondary (high) school graduation certificate

### 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 setting

Retail business

## Responsibilities

### Tasks

- Assign sales workers to duties
- Hire and train or arrange for training of staff
- Authorize payments by cheque
- 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

### **Supervision**

- 3-4 people
- Cashiers
- Retail salespersons and sales clerks

### **Additional information**

#### **Transportation/travel information**

- Public transportation is available

#### **Personal suitability**

- Reliability
- Team player

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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:

Support for newcomers and refugees

- Provides diversity and cross-cultural trainings to create a welcoming work environment for newcomers and/or refugees

### Support for youths

- Provides awareness training to employees to create a welcoming work environment for youth

### Support for Indigenous people

- Provides cultural competency training and/or awareness training to all employees to create a welcoming work environment for Indigenous workers

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## Who can apply for this job?

### The employer accepts applications from:

- Canadian citizens and permanent or temporary residents of Canada
- other candidates, with or without a valid Canadian work permit

## How to apply

### By email

[hrmusawar.hussain@hotmail.com](mailto:hrmusawar.hussain@hotmail.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: [hrmusawar.hussain@hotmail.com](mailto:hrmusawar.hussain@hotmail.com)**

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