



## Retail store supervisor

**Posted by:** 0777553 B.C.LTD Master Smoke Shop

**Posting date:** 27-Nov-2023      **Closing date:** 26-May-2024

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

**Language:** English

**Job location:** Surrey

**Salary:** \$22.70

**Years of Experience:** Fresher (less than 1 year)

**Vacancy:** 1

**Job Type:** Full Time

**Job id:** CAJ4632751

Expired

## Job description:

12817 96 Avenue St, Surrey, BC V3V 6V9

### Overview

Languages

English

Hours

30-40 Hours/Week

Permanent, Full Time

## Education

- Secondary (high) school graduation certificate

## Experience

1 year to less than 2 years

## Work setting

- Vape shop

## Responsibilities

### Tasks

- Supervise staff (apprentices, stages hands, design team, etc.)
- Assign sales workers to duties
- Authorize payments by cheque
- Order merchandise
- Establish work schedules
- Sell merchandise
- Prepare reports on sales volumes, merchandising and personnel matters
- Organize and maintain inventory
- Resolve problems that arise, such as customer complaints and supply shortages
- Oversee payroll administration
- Supervise office and volunteer staff

### Supervision

- 1 to 2 people

### Start Date:

As soon as possible

## How to apply

By email

[0777553bc ltd@gmail.com](mailto:0777553bc ltd@gmail.com)

**Advertised until**

To be determined

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