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Retail Store Supervisor

Posted by: 1001461 BC Ltd.

Posting date: 03-Dec-2024 **Closing date:** 23-Dec-2024

Education: Secondary school

Language: English

Job location: Maple Ridge

Salary: \$23.50 Per Week

Years of Experience: Fresher (less than 1 year)

Vacancy: 1

Job Type: Full Time

Job id: ABOJ4544170

Job description:

Tasks

- Supervise staff (apprentices, stages hands, design team, etc.)
- Assign sales workers to duties
- Hire and train or arrange for training of staff
- Authorize payments by cheque
- Authorize return of merchandise
- 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
Supervise office and volunteer staff

Supervision

3-4 people

Additional information

Work conditions and physical capabilities

Fast-paced environment
Work under pressure
Tight deadlines
Attention to detail
Combination of sitting, standing, walking
Bending, crouching, kneeling