



RETAIL STORE SUPERVISOR

Posted by Elk Point Café & Business Centre Inc

Posting Date : 23-Apr-2025

Closing Date : 20-Oct-2025

Location : Elk Point

Salary : \$18.50 Per Hour

Job Requirements

- **Education:** Secondary (high) school graduation certificate
- **Language:** English
- **Years of Experience:** 1 year
- **Vacancy:** 1
- **Job Type:** Full Time
- **Job id:** ABOJ6681213

Job Description:

RETAIL STORE SUPERVISOR (NOC:62010)

Posted on by Elk Point Café & Business Centre Inc on January 14, 2025

JOB DETAILS

Location

Elk Point, AB T0A 1A0

Salary

\$18.50 hourly / 40 hours per Week

TERMS OF EMPLOYMENT

Permanent employment

Full time

Shift

Day, Evening, Morning, Shift, Weekend

Start date

Starts as soon as possible

Vacancies

1 vacancy

OVERVIEW

Languages

English

Education

Secondary (high) school graduation certificate

Experience

1 year to less than 2 years

Work setting

Retail business

Cafeteria

Confectionery/corner store

RESPONSIBILITIES

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
- Prepare reports on sales volumes, merchandising and personnel matters
- Supervise and co-ordinate activities of workers

- Supervise office and volunteer staff

Supervision

- 3-4 people

ADDITIONAL INFORMATION

Personal Suitability

- Accurate
- Client focus
- Efficient interpersonal skills
- Excellent oral communication
- Flexibility
- Organized
- Reliability
- Team player
- Dependability
- Excellent written communication

- Initiative

- Judgement

- Ability to multitask

WHO CAN APPLY TO THIS JOB?

The employer accepts applications from:

Canadian citizens and permanent or temporary residents of Canada

Other candidates with or without valid Canadian work permit

HOW TO APPLY

By applying directly to Job Bank (Direct Apply)

By email

elkpointcafe-careers@post.com

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

- Are you available for shift or on-call work?

- 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?

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: elkpointcafe-careers@post.com

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