



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

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

**Posting Date : 03-Mar-2025**

**Closing Date : 30-Aug-2025**

**Location : Drayton Valley**

**Salary : \$23.65 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:** ABOJ2909319

### **Job Description:**

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

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

**JOB LOCATION:**

5829 50th Ave  
Drayton Valley, AB T7A 1J4

**Workplace information on site**

**Salary** \$23.65 hourly

**Vacancies** 1 vacancy

**Employment groups:** Youth (Provides awareness training to employees to create a welcoming work environment for youths)

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

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

Starts as soon as possible

**Terms of employment** Permanent employment Full time 35 to 40 hours per Week

**Employment conditions:** Day, Evening, Morning, Night, Overtime, Shift, Weekend

### **Job requirements**

#### **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

**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 a valid Canadian work permit.

**How to apply****Direct Apply**

By Direct 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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