

**Expired**

# Retail store supervisor

Posted by 0919984 B.C. LTD

**Posting Date : 02-Jan-2025**

**Closing Date : 22-Jan-2025**

**Location : Quesnel**

**Salary : \$\$26.50 Per Hour**

## Job Requirements

- **Education:** High School Diploma
- **Language:** English
- **Years of Experience:** Fresher (less than 1 year)
- **Vacancy:** 1
- **Job Type:** Full Time
- **Job id:** ABOJ5300473

## Job Description:

Work setting

- Urban area
- Remote location
- Retail business

## Responsibilities

Tasks

- Assign sales workers to duties

- Hire and train or arrange for training of staff
- Authorize payments by cheque
- Order merchandise
- Authorize return of 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
- Supervise and co-ordinate activities of workers

#### Supervision

- 3-4 people
- Cashiers
- Grocery clerks and shelf stockers

#### **Additional information**

##### Transportation/travel information

- Public transportation is available

##### Work conditions and physical capabilities

- Fast-paced environment
- Work under pressure
- Tight deadlines
- Attention to detail
- Combination of sitting, standing, walking
- Walking
- Standing for extended periods

##### Personal suitability

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