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# Assistant Manager - Retail

**Posted by:** Outreach Pharmacy

**Location:** Nanaimo

**Salary:** \$41 Per Hour

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## Job Details

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**Job ID**

NCJ5573984

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**Posting Date :** 09-May-2025

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**Expiry Date :** 05-Nov-2025

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

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**Language :** English

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**Vacancies :** 1

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**Years of Experience :** 1 year

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**Job Type :** Full Time

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## Job Description

### Assistant Manager - Retail

**Location:** 250-55 Victoria Road, Nanaimo, BC V9R 5N9

**Salary-** 41.00 hourly / 30 to 35 hours per Week

**Terms of employment:** Permanent employment, Full-time

**Joining Date:** Starts as soon as possible

**Vacancies:** 1 vacancy

**Languages:** English

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

**Experience:** 1 year to less than 2 years

**Work setting:** Pharmacy or drugstore

**Responsibilities**

- Direct and control daily operations
- Evaluate daily operations
- Plan and organize daily operations
- Manage staff and assign duties
- Determine merchandise and services to be sold
- Develop and implement marketing strategies
- Plan budgets and monitor revenues and expenses
- Determine staffing requirements
- Resolve issues that may arise, including customer requests, complaints and supply shortages
- Recruit, hire and supervise staff and/or volunteers
- Oversee payroll administration
- Conduct performance reviews
- Supervise office and volunteer staff

**Supervision: 5-10 people**

**Apply by email:** [hroutrreachpharmacy@outlook.com](mailto:hroutrreachpharmacy@outlook.com)

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**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: [HRoutrreachPharmacy@outlook.com](mailto:HRoutrreachPharmacy@outlook.com)**

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