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# Retail Store Supervisor

**Posted by:** Econo Liquor

**Location:** Edmonton

**Salary:** \$36.10 Per Hour

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## Job Details

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**Job ID**

NCJ2374064

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**Posting Date :** 13-Nov-2025

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**Expiry Date :** 12-May-2026

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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

### 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.

## **Responsibilities**

### **Tasks**

- Supervise staff (apprentices, stages hands, design team, etc.)
- Hire and train or arrange for training of staff
- Order merchandise
- 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
- Manage cash
- Conduct performance reviews
- Supervise office and volunteer staff

## **Additional information**

### **Security and safety**

Criminal record check

### **Work conditions and physical capabilities**

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

### **Personal suitability**

- Client focus
- Efficient interpersonal skills
- Flexibility

Organized  
Reliability  
Team player  
Dependability  
Initiative  
Judgement

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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: [amolkharaud@gmail.com](mailto:amolkharaud@gmail.com)**

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