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# Retail Store Supervisor

**Posted by:** 1372907 B.C Ltd/Cellular Point

**Location:** Surrey

**Salary:** \$36.60 Per Hour

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## Job Details

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**Job ID**

NCJ4918027

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**Posting Date :** 02-Jan-2026

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**Expiry Date :** 01-Jul-2026

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**Education :** College/CEGEP

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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

### Position Summary

The Retail Store Supervisor is responsible for supervising daily retail operations and ensuring high standards of customer service. This role involves overseeing sales staff, managing inventory and cash operations, resolving customer issues, and supporting store management to achieve sales and operational targets.

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## **Key Responsibilities**

- Supervise, coordinate, and support retail sales staff
- Assign duties and ensure appropriate staff coverage for shifts
- Hire, train, and arrange training for new and existing employees
- Conduct performance reviews and provide coaching and feedback
- Assist in sales activities and promote products and services
- Authorize payments, manage cash handling, and oversee daily transactions
- Order merchandise and maintain appropriate inventory levels
- Authorize merchandise returns and exchanges
- Prepare sales, inventory, and personnel reports
- Resolve customer complaints, service issues, and supply shortages
- Organize and maintain store inventory and merchandising standards
- Ensure compliance with store policies, procedures, and safety standards

How to Apply :

inderpreetsethi11@gmail.com

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