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# Retail Store Supervisor

**Posted by:** FRASER VALLEY WIRELESS LTD.

**Location:** Surrey

**Salary:** \$\$24.15 Per Hour

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## Job Details

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**Job ID**

NCJ5645039

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**Posting Date :** 20-Jan-2026

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**Expiry Date :** 19-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

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We are looking for a motivated and experienced **Retail Store Supervisor** to join our team at **Fraser Valley Wireless Ltd.** As a Retail Store Supervisor, you will be responsible for a combination of managerial and operational tasks to ensure the smooth daily operation of the store and to ensure business objectives,

sales targets, and customer service standards are met.

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## **Responsibilities:**

- Supervise staff (including sales associates and other retail team members)
  - Assign sales workers to duties and coordinate daily work activities
  - Hire and train staff or arrange for staff training as required
  - Establish and manage work schedules
  - Order merchandise and organize stock replenishment
  - Authorize return of merchandise in accordance with company policies
  - Sell merchandise and assist customers when required
  - Prepare reports on sales volumes, merchandising, and personnel matters
  - Organize and maintain inventory levels and stock control
  - Resolve problems that arise, including customer complaints and supply shortages
  - Supervise and coordinate the activities of workers
  - Conduct performance reviews and support staff development
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## **Requirements:**

- Secondary (high) school graduation certificate
- Experience: 1 year to less than 2 years in a retail environment or supervisory role
- Strong communication and interpersonal skills
- Ability to work in a fast-paced retail environment
- Good organizational and time-management skills
- Ability to work flexible hours, including evenings and weekends.

How to apply: [emily@fvwireless.com](mailto:emily@fvwireless.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: [emily@fvwireless.com](mailto:emily@fvwireless.com)**

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