



## **SUPERVISOR – RETAIL (NOC-62010)**

**Posted by:** 2224871 ALBERTA LTD. O/A DRAYTON VALLEY TEMPO

**Posting date:** 07-Aug-2025      **Closing date:** 03-Feb-2026

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

**Language:** ENGLISH

**Job location:** Drayton Valley

**Salary:** \$23.65 Per Hour

**Years of Experience:** 1 year

**Vacancy:** 1

**Job Type:** Full Time

**Job id:** CAJ7607271

### **Job description:**

**TITLE:** SUPERVISOR – RETAIL (NOC-62010)

**EMPLOYER:** 2224871 ALBERTA LTD. O/A DRAYTON VALLEY TEMPO

### **Job details**

5829 50th Ave Drayton Valley, AB  
T7A 1J4

On site

23.65 hourly / 35 to 40 hours per week

Permanent employment

Full time

Evening, Shift, Morning, Night, Day, Weekend, Overtime available

Starts as soon as possible

1 vacancy

## Overview

### 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.

### Work setting

Retail business

## Responsibilities

### Tasks

Assign sales workers to duties  
Hire and train or arrange for training of staff  
Authorize payments by cheque  
Authorize return of merchandise  
Establish work schedules  
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  
Supervise and co-ordinate activities of workers

**Supervision**

3-4 people  
Cashiers  
Retail salespersons and sales clerks

**Additional information****Transportation/travel information**

Public transportation is available

**Personal suitability**

Reliability  
Team player

**Employment groups**

This employer promotes equal employment opportunities for all job applicants, including those self-identifying as a member of these groups:

Support for newcomers and refugees

- Provides diversity and cross-cultural trainings to create a welcoming work environment for newcomers and/or refugees

#### Support for youths

- Provides awareness training to employees to create a welcoming work environment for youth

#### Support for Indigenous people

- Provides cultural competency training and/or awareness training to all employees to create a welcoming work environment for Indigenous workers

### Who can apply for this job?

#### The employer accepts applications from:

- Canadian citizens and permanent or temporary residents of Canada
- other candidates, with or without a valid Canadian work permit

### How to apply

#### By email

[hrmusawar.hussain@hotmail.com](mailto:hrmusawar.hussain@hotmail.com)

**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: [hrmusawar.hussain@hotmail.com](mailto:hrmusawar.hussain@hotmail.com)**

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