



## retail store supervisor

**Posted by:** Chachula Enterprise Inc

**Posting date:** 10-Oct-2025      **Closing date:** 08-Apr-2026

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

**Language:** English

**Job location:** Bonnyville

**Salary:** \$36.50 Per Hour

**Years of Experience:** 1 year

**Vacancy:** 1

**Job Type:** Full Time

**Job id:** CAJ3268697

## Job description:

### retail store supervisor

Verified

Company Name: Esso Bonnyville

#### Job details

5713 50 Ave Bonnyville, AB

T9N 2L1

On site

36.50 hourly / 35 to 40 hours per week

Permanent employment

Full time

Morning, Day, Weekend

Starts as soon as possible

1 vacancy

Job Bank #3421039

## 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 service establishment

## Responsibilities

## Tasks

- Supervise staff (apprentices, stages hands, design team, etc.)
- Assign sales workers to duties
- Hire and train or arrange for training of staff
- Order merchandise
- Authorize return of 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
- Manage cash
- Conduct performance reviews
- Arrange schedules
- Manage staff and assign duties
- Prepare daily reports of fuel, oil and accessory sales
- Organise day-to-day business operations

## Supervision

- 3-4 people

## Additional information

### Security and safety

- Criminal record check

### Work conditions and physical capabilities

- Work under pressure
- Attention to detail
- Combination of sitting, standing, walking
- Walking

### Personal suitability

- Accurate

Client focus  
Efficient interpersonal skills  
Flexibility  
Organized  
Reliability  
Team player  
Initiative  
Ability to multitask

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## 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

### Direct Apply

By Direct Apply

### By mail

5713 50 Ave  
Bonnyville, AB  
T9N 2L1

### How-to-apply instructions

Here is what you must include in your application:

- Cover letter

**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: [stn40094@parkland.ca](mailto:stn40094@parkland.ca)**

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