Retail Store Supervisor

Canadian Tire Associate Store #365

Job ID
49713

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LOCATION	DATE POSTED	EXPIRY DATE
1610 Hillside Ave, Victoria, BC, Canada,, Victoria, BC | British Columbia	13-04-2026	08-04-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 25	1 year to less than 2 years	Secondary (high) school graduation certificate

Job Details

Business Operating Name: Canadian Tire Associate Store #365

Title: Retail Store Supervisor

Number of Available Positions: 5

Terms of Employment: Permanent, Full-Time (30-40 h/w)

Wage: $25.00

Benefits: Disability Insurance, Dental Insurance, Extended medical insurance

Language of Work: English

Work Location: Victoria, BC

Company Profile:
Canadian Tire Associate Store #365 is a proud member of one of Canada’s most established and respected retail brands. This location offers a dynamic work environment where employees contribute to delivering exceptional service across a broad range of automotive, hardware, home, and seasonal products. As part of the Canadian Tire family, Store #365 is committed to fostering a supportive, team-oriented workplace culture that values integrity, growth, and customer satisfaction. It presents excellent opportunities for individuals seeking to build a rewarding career within a trusted Canadian institution.

We are searching for a dedicated Retail Store Supervisor to join our team. You will play a key leadership role in overseeing daily retail operations, ensuring exceptional customer service, and supporting the store’s sales and performance goals. You will also supervise and coordinate the activities of sales associates and stock staff, manage inventory levels, assist in merchandising and promotional planning, and help train and mentor team members to maintain company standards.

Job Description

Job Duties and Responsibilities:

• Oversee daily retail operations by supervising sales and stock staff, ensuring smooth workflow and adherence to company standards.

• Assign responsibilities, prepare work schedules, and monitor staff performance to drive productivity and maintain service excellence.
• Support recruitment, onboarding, and on-the-job training to build a knowledgeable and efficient team.
• Manage inventory by monitoring stock levels, coordinating merchandise orders, and ensuring timely replenishment and accurate display.
• Uphold high standards in visual merchandising, pricing accuracy, and promotional execution throughout the store.
• Resolve customer issues effectively, ensuring a positive shopping experience and high satisfaction levels.
• Conduct store opening and closing duties, including cash handling, daily reconciliation, and store security procedures.
• Enforce workplace health, safety, and loss prevention procedures in compliance with corporate policies.
• Prepare operational reports related to sales, inventory, and employee performance for management review.
• Collaborate with store leadership to implement marketing campaigns and achieve sales targets.
• Foster a positive, team-oriented environment focused on customer service and continuous improvement.

Employment requirements:
• Completion of secondary school or post-secondary education in retail management or business.
• Minimum of 1–2 years of experience in a retail environment, with prior supervisory or leadership responsibilities.
• Strong understanding of retail sales operations, inventory control, and customer service best practices.
• Proven ability to lead, motivate, and support a team in a fast-paced retail setting.
• Comfortable using point-of-sale (POS) systems and basic office software (e.g., Microsoft Excel, Outlook).
• Flexibility to work overnight shifts.
• Familiarity with health and safety standards and loss prevention practices in a retail environment.

Your Skills:
• Excellent communication and interpersonal skills to interact effectively with customers, team members, and management.
• Solid problem-solving and conflict-resolution abilities with a focus on customer satisfaction.
• Well-organized, detail-oriented, and capable of multitasking to meet shifting priorities.

Contact information/how to apply:

Email resume to: canadiantire365recruits@gmail.com

As an equal opportunity employer, we encourage applications from all qualified individuals and specifically applicants from traditionally underrepresented groups – including Indigenous persons, vulnerable youth, newcomers, and persons with disabilities – who may contribute to the continued diversification of our organization.

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