Retail Buyer (NOC 62101)

108 Mile Supermarket Ltd

Job ID
50982

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LOCATION	DATE POSTED	EXPIRY DATE
4945 Easzee Drive, 108 Mile Ranch, BC | British Columbia	05-08-2026	01-02-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 26.50 - 29	1 year to less than 2 years	Secondary (high) school graduation certificate

Job Details

Business Legal Name: 108 Mile Supermarket Ltd
Business Operating Name: Canco 907
Business Address: 4945 Easzee Drive, 108 Mile Ranch, BC V0K 2Z0
Location of work: 4945 Easzee Drive, 108 Mile Ranch, BC V0K 2Z0
Title of the position: Retail Buyer (NOC 62101)
Terms of employment: Permanent
Language of work: English
Wage rate: $26.50 - $29 per hour
Hours of work: 35-40 hours per week
Anticipated start date: As soon as possible
Contact information- Email: hr.108mileranch@outlook.com

Skills Requirements:
• Education: Completion of secondary/high school graduation certificate
• Work experience: 1 year to less than 2 years of retail experience in a grocery store including at least 1 month to less than 7 months of experience as a retail buyer in a grocery store is required.

How to apply:
• Please apply via email at hr.108mileranch@outlook.com
• You must include a cover letter which must include your Canadian citizenship / immigration status and mention the job reference number: MLS- RB in the subject line. Applicants must state their citizenship/immigration status when applying. We encourage applications from candidates who identify as members of underrepresented groups, including Indigenous peoples, youth, persons with disabilities, newcomers to Canada, and asylum seekers with valid work permits.
Note: An authorized licensed third-party has posted these advertisements. However, the business is responsible for the recruitment, and all applications or queries should be directed to business at the above-mentioned email address.

Job Description

Job Duties:

• Purchase merchandise for resale, including deli products, meats, fresh produce, freshly baked goods, snacks, beverages, liquor, and other grocery items.

• Review the grocery store’s operational and inventory requirements to determine the appropriate type and quantity of merchandise to purchase.

• Review market reports, trade publications, promotional materials, and industry trends, and attend trade shows to identify suitable products and purchasing opportunities.

• Select merchandise that best meets the store’s product requirements, customer demand, and sales needs.

• Meet with suppliers and negotiate pricing, discounts, credit terms, and transportation arrangements in coordination with the Assistant Manager – Retail.

• Establish and maintain ongoing relationships with suppliers to support reliable product availability and purchasing requirements.

• Maintain inventory levels for deli products, meats, fresh produce, freshly baked goods, snacks, beverages, liquor, and other merchandise, and place orders as required.

• Prepare reports related to sales volumes, merchandising activities and inventory.

• Hire and train or arrange for the training of new shelf stockers and grocery clerks.

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