

Retail Store Supervisor (NOC 62010)

1000040124 Ontario Inc

Job ID
51749

VIEW THIS JOB ONLINE: <https://mail.newcomersjobs.com/jobs/51749>

LOCATION	DATE POSTED	EXPIRY DATE	
95 Mission Road, Wawa, ON Ontario	21-10-2026	19-04-2027	
TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 21	1 year to less than 2 years	Secondary (high) school graduation certificate

Job Details

Business Legal Name: 1000040124 Ontario Inc

Business Operating Name: Canco 713/One Stop

Business Address: 95 Mission Road, Wawa, Ontario, P0S 1K0

Location of work: 95 Mission Road, Wawa, Ontario, P0S 1K0

Title of the position: Retail Store Supervisor (NOC 62010)

Term of employment: 1 year

Language of work: English

Wage rate: \$21 per hour

Hours of work: 35-40 hours per week

Anticipated start date: As soon as possible

Contact information- Email: hr.1000040124ontarioinc@outlook.com

How to apply:

- Please apply via email at hr.1000040124ontarioinc@outlook.com
- You must include a cover letter which must include your Canadian citizenship / immigration status and mention the job reference number: WWA-RSS2 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 the business at the above-mentioned email address.

Job Description

Skills Requirements:

- Education: Completion of secondary/high school graduation certificate
- Work experience: 7 months of experience as a cashier or retail store supervisor in a gas station and convenience store is required

Job Duties:

- Supervise and coordinate the activities of cashiers to ensure efficient and effective customer service
- Assign duties and prepare work schedules for cashiers to ensure adequate staffing and seamless coverage during

business hours

- Address and resolve customer requests, complaints, and supply shortages to ensure smooth operations
- Authorize payments and manage returns of merchandise to maintain customer satisfaction
- Monitor inventory levels of and order merchandise such as snacks, beverages, propane tanks, beer, wine and other merchandise, ensuring that the store is well-stocked and prepared for customer needs
- Prepare and maintain reports on sales volumes, merchandising, and personnel matters to support store management
- Hire, train, or arrange training for new staff, and monitor their performance to ensure high service standards
- Maintain the store's visual standards, including product displays, signage, and cleanliness to create an appealing shopping environment
- Perform cashier duties as needed to support the team and ensure consistent service
- Perform key holding and managerial duties when required, such as opening and closing the store, handling escalated complaints, developing marketing strategies, and signing for deliveries
- Record staff hours and prepare shift reports for payroll processing
- May perform other duties as required by business