

# Retail Store Supervisor

**Posted By:** FRASER VALLEY WIRELESS LTD.

**Location:** Surrey

**Salary:** \$\$24.15 Per Hour

**JOB ID :** RJ5130563

**Posting Date :** 20-Jan-2026

**Expiry date :** 19-Jul-2026

**Education :** College/CEGEP

**Language :** English

**Vacancies :** 1

**Years of Experience :** 1 year

**Job Type :** Full Time

## Job Description

### Job Description:

We are looking for a motivated and experienced **Retail Store Supervisor** to join our team at **Fraser Valley Wireless Ltd.** As a Retail Store Supervisor, you will be responsible for a combination of managerial and operational tasks to ensure the smooth daily operation of the store and to ensure business objectives, sales targets, and customer service standards are met.

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### Responsibilities:

- Supervise staff (including sales associates and other retail team members)
- Assign sales workers to duties and coordinate daily work activities
- Hire and train staff or arrange for staff training as required

- Establish and manage work schedules
- Order merchandise and organize stock replenishment
- Authorize return of merchandise in accordance with company policies
- Sell merchandise and assist customers when required
- Prepare reports on sales volumes, merchandising, and personnel matters
- Organize and maintain inventory levels and stock control
- Resolve problems that arise, including customer complaints and supply shortages
- Supervise and coordinate the activities of workers
- Conduct performance reviews and support staff development

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## Requirements:

- Secondary (high) school graduation certificate
- Experience: 1 year to less than 2 years in a retail environment or supervisory role
- Strong communication and interpersonal skills
- Ability to work in a fast-paced retail environment
- Good organizational and time-management skills
- Ability to work flexible hours, including evenings and weekends.

How to apply: [emily@fvwireless.com](mailto:emily@fvwireless.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: [emily@fvwireless.com](mailto:emily@fvwireless.com)**

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