



Retail Supervisor

Posted by Smith's Ultramar

Posting Date : 17-Sep-2025

Closing Date : 16-Mar-2026

Location : Port Sydney

Salary : \$20.00 Per Hour

Job Requirements

- **Education:** Secondary (high) school graduation certificate
- **Language:** English
- **Years of Experience:** 1 year
- **Vacancy:** 1
- **Job Type:** Full Time
- **Job ID:** DISJ6419451

Job Description:

Smith's Ultramar in Port Sydney, ON requires a Retail Supervisor

Job requirements

Language

English

Education

Secondary (high) school graduation certificate

Experience

Minimum 1-year experience in retail or service industry. Retail supervisor experience an asset but not a requirement.

Personal suitability

Accurate, Client focus, Efficient interpersonal skills, Excellent oral communication, Flexibility, Organized, Reliability, Team player, Dependability, Initiative, Ability to multitask

Tasks

Working 30 to 40 hours per week, Authorize payments by cheque, Order merchandise, Authorize return of merchandise, Establish work schedules, Sell merchandise, 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

Supervision

3-4 people

Work conditions and physical capabilities

Fast-paced environment, Attention to detail, Standing for extended periods

Please send your resume to: RR #1-21 Greer Road, Port Sydney, ON P0B 1L0

or email to: sunju.lee.park@gmail.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: sunju.lee.park@gmail.com

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