



Retail Store Supervisor

Description

About Us:

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Welcome to Esso, your one-stop destination for fuel, food, and convenience. Nestled within our bustling gas station is our restaurant, serving up delicious meals to fuel our customers on the go. At Esso, we pride ourselves on providing exceptional service and quality products, creating a warm and inviting atmosphere for both our team members and patrons.

Job Description:

The Finance and Administration Manager is responsible for overseeing the financial operations and administrative functions of Winnipeg Squash Racquet Club. This role ensures accurate financial reporting, effective budgeting, payroll administration, and compliance with applicable regulations.

Duties

- Supervise and co-ordinate cashiers
- Assign clerks to duties
- Prepare work schedules
- Authorize payments by cheque
- Maintain inventory and ordering goods and services
- Train new staff
- Prepare sales reports and cash out reports

Closing Date

March 15, 2026

Categories

Business, Finance and Administration

Employer

Amethyst Stores - O/A
Esso

Location

Rural

Address

MB-1, Elkhorn Elkhorn,
R0M 0N0

Job Type

Full-time

Education Level

High School

Wage

\$18.50 - \$19.50

- Bank deposit and cash control
- Sell merchandise to customers

Email

essoelkhorn@gmail.com

Qualification

- Secondary (high) school graduation certificate
- 1–3 years of retail supervisor/leader experience required
- Strong customer service skills and customer-first mindset
- Ability to handle customer complaints and resolve issues professionally
- Experience training new employees and supporting ongoing development
- Ability to create and manage staff schedules and shift coverage
- Knowledge of merchandising standards (displays, signage, product presentation)
- Experience with inventory control (receiving, stocking, cycle counts)
- Ability to complete basic reporting and maintain store records
- Flexible availability (evenings, weekends, holidays as required)
- Ability to stand for long periods and lift/carry moderate weight as required