

Retail Sales Supervisor

Ratnadipsinh Vaghela

Job ID

39055

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LOCATION	DATE POSTED	EXPIRY DATE	
2901 8 St E, Saskatoon, SK S7H 0V4, Saskatoon, SK Saskatchewan	06-02-2026	05-08-2026	
TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD \$22.00 hourly	1 year to less than 2 years	Secondary (high) school graduation certificate

Job Details

Position: Retail Sales Supervisor

Location: 2901 8 St E, Saskatoon, SK S7H 0V4

Wage: \$22.00 hourly

Vacation pay: 5.77 % in each paycheque

Weekly hours: 30-40 hours

Overtime rate: \$33.00 hourly

Apply through email: mobilgasbar1735@darshanbathltd.com

Apply in-person with resume between 10 am to 5pm CST

Job Description

Duties

Operations & Customer Service

- Supervise daily gas station operations to ensure smooth and efficient service
- Ensure excellent customer service and promptly resolve customer complaints
- Monitor fuel dispensing, convenience store sales, and overall station cleanliness
- Ensure compliance with company policies and safety regulations

Staff Supervision & Training

- Supervise, schedule, and assign duties to gas station attendants and cashiers
- Train new employees on operational procedures, safety protocols, and customer service standards
- Monitor employee performance and provide feedback or corrective action when required
- Ensure staff adhere to workplace policies, dress code, and safety practices

Cash Handling & Inventory

- Oversee cash handling procedures, including cash reconciliation and daily deposits
- Monitor fuel inventory, convenience store stock, and place orders as required
- Reduce losses by preventing theft, fraud, and inventory discrepancies

Safety & Compliance

- Ensure adherence to health and safety regulations
- Monitor fuel storage, handling procedures, and emergency equipment
- Respond appropriately to emergencies such as fuel spills or equipment malfunctions

Administrative & Reporting

- Prepare daily, weekly, and monthly operational reports
- Coordinate with suppliers, maintenance providers, and fuel distributors

Maintenance & Facility Management

- Ensure pumps, POS systems, and station equipment are properly maintained
- Report and follow up on maintenance or repair issues
- Ensure store, and forecourt areas remain clean and presentable