

Retail Sales Supervisor

Gas Plus

Job ID
39179

VIEW THIS JOB ONLINE: <https://www.firstnationsjob.com/jobs/39179>

LOCATION	DATE POSTED	EXPIRY DATE	
1305 Central Avenue, Saskatoon, SK Saskatchewan	24-02-2026	23-08-2026	
TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 22	1 year to less than 2 years	Secondary (high) school graduation certificate

Job Details

Position: Retail Sales Supervisor

Location: 1305 Central Avenue, Saskatoon, SK S7N 2K8

Wage: \$22.00 hourly

Vacation pay: 5.77 % in each paycheque

Weekly hours: 30-40 hours

Overtime rate: \$33.00 hourly

apply by email at pinnaclegasandfoodinc@shaw.ca AND in-person at job location between 10 am to 6pm.

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