Spa Supervisor (NOC: 62029 – Other services supervisors)

Job ID
41519

Faye's Spa

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LOCATION	DATE POSTED	EXPIRY DATE
104 1150 Douglas St. Victoria, BC V8W 2C8, Victoria, BC| British Columbia	02-11-2026	01-05-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD $26.45	Experience an asset	Secondary (high) school graduation certificate

Job Details

Job Overview

Business Name: Faye’s Spa Ltd.
Operating Name: Faye’s Spa
Work Address: 104 1150 Douglas St. Victoria, BC V8W 2C8
Position: Spa Supervisor (NOC: 62029 – Other services supervisors)
Terms of Employment: Permanent, Full-Time (atleast 30 hours per week)
Language of Work: English
Wage: $26.45

About us

Faye’s Spa was founded with a passion for providing high level services to our local community. These services allow clients to de-stress, relax and indulge in some much-needed self-care. At Faye’s Spa we offer a variety of services that range from reflexology, full body massage, head and hand massage, and a variety of foot scrub and massage. We are looking for a dedicated Spa Supervisor to oversee daily spa operations and lead our team in delivering exceptional spa experiences that leave our clients feeling rejuvenated and cared for.

Key Responsibilities

- Manage all aspects of daily spa activities, including opening and closing duties, handling payment transactions, and ensuring the facility is clean, organized, and well-maintained to provide a welcoming environment for customers
- Monitor and manage inventory, including ordering and restocking massage oils, towels, and other spa supplies
- Provide training to familiarize staff with spa protocols, customer service expectations, and techniques to maintain a high standard of care.
- Create work schedules to align staff availability with client appointment demands, ensuring optimal coverage during peak hours to maximize productivity and enhance the customer experience.

- Perform reflexology and massages (non-RMT) to provide relaxing experiences tailored to each client’s preferences and needs
- Respond promptly and courteously to any client complaints, concerns, or feedback.
- Answer phone calls and emails promptly, book appointments using the spa's scheduling system, and provide detailed information about available massage services
- Assist owners in implementing spa policies, safety guidelines, and procedures

Job Description

Qualifications and Skills

- High school diploma or equivalent required
- Candidates with at least 6 months of experience in a spa or wellness environment will be given preference
- Preference will be given to candidates with leadership or supervisory experience

How to Apply
If you are interested in applying, please email your resume to fayespaltd@gmail.com.
We value the time and effort of every applicant and appreciate your interest in being part of our team. Only candidates selected for an interview will be contacted.

We are an equal opportunity employer and welcome applications from everyone. We especially encourage people from groups that are often underrepresented — such as Indigenous peoples, newcomers, people with disabilities, and vulnerable youth — to apply. We value different backgrounds and believe diversity makes our team stronger.

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