



## DEPARTMENT SUPERVISOR

*We are focused on developing a company that will be a positive influence on our employees and community. A place where we work well as a team to provide amazing customer service and to achieve personal and business goals. We are looking for energetic, skilled, and motivated individuals to join us on this journey.*

- Salary and Benefits:** ~ \$19/hour with extended benefits package (i.e., health, dental and retirement) for permanent full and part-time employees
- Hiring Plan:** 2 full-time cashier, 1 full-time produce, 1 full-time bakery/deli/food service

Department Supervisors play a critical role in the efficient operation of the store and its performance. As a team leader, they model exemplary conduct and actively contribute to an environment of employee and customer engagement. Working closely with the Department Manager, they uphold the Store's vision and ensure all objectives and goals are met or exceeded. They are responsible for the safe, efficient, and fiscally responsible operation of the Department. In addition to their "base" job duties, Supervisor responsibilities include and are not limited to the following:

- Supervise and coordinate department and store staff, including scheduling and attendance management.
- Resolve problems that arise, such as customer complaints and supply shortages. Communicate these problems to the Department and/or General Manager.
- Support Department Manager to prepare special displays and order merchandise
- Support Department Manager to manage and order inventory, product line, and freshness of products according to company and customer requirements
- Ensure food storage conditions are adequate

### Preferred Qualifications:

- Strong written, oral, and interpersonal communication skills.
- Demonstrated teamwork, leadership/supervision, and customer service skills.
- Sharp attention to detail and ability to handle multiple demands and work under pressure.
- Awareness of Indigenous issues and barriers to equal opportunities