

# Red Wing Shoes

**Sales Supervisor (NOC: 62010)**

**Number of Positions Available: 1**

**Term of Employment:** Permanent Position, 40 hours per week – Overtime Available

**Location of Work:** Winnipeg, Manitoba

**Wage:** \$23.00 per Hour

**Schedule Requirements:** Must be available to work minimum 3 Saturdays per month

**Language Requirements:** English

**Benefits:** Extended Medical, Dental & Commission

## **Responsibilities**

### **Team Management & Training**

- Recruit, train, develop, and retain staff
- Recognize and properly resolve staff performance issues
- Lead the mid-year, annual review and performance evaluation process
- Coordinate and lead a team of five or more
- Ensure sales team has all the knowledge to perform their duties and meet sales targets
- Provide personnel reports to management upon request

### **Operations & Customer Service**

- Schedule staff and assign duties
- Cash and inventory management
- Responsible for ensuring that the store's inventory integrity is maintained
- Prepare monthly reports on store performance and provide to management
- Perform duties of supervised staff as required to maintain operations
- Ensure staff compliance with all company standards, policies and initiatives
- Open and close store as required by management
- Address customer concerns and feedback in a professional manner

## **Qualifications & Requirements**

- High School Diploma
- Minimum 3 years of retail supervisory experience
- Proven ability to meet and exceed store sales objectives by leading a team
- Proven ability to provide excellent customer service and inspire a team to do the same
- Flexibility to work weekends, evenings, and holidays
- Strong computer experience in MS Office suite, including Excel, Word and Outlook
- Hands-on knowledge of principles and methods of demonstrating, promoting and selling products
- Effective and professional communication style
- Ability to lift up to 50 kilograms.

**Email Resume and Cover Letter to: [hr.redwingshoes@gmail.com](mailto:hr.redwingshoes@gmail.com)**