



# Example of Store Supervisor Job Description

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Our company is looking to fill the role of store supervisor. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for store supervisor

- Ensure the correct ordering, receiving, stocking, rotating, and display of merchandise
- Supervise, schedule, evaluate, train and coach all store staff
- Oversee the cleanliness and sanitation of the stores, including the storage areas and loading dock
- Satisfy residents, guest and staff with exceptional customer service
- Minimum of one year of experience in a store environment including supervision, production and service
- Be able to lift and/or move objects weighing up to 50 pounds
- Training, motivating and engaging colleagues with the ability to inspire and create a passionate team
- Achieve or exceed monthly sales targets and year end budgets
- Maintaining the cleanliness of the Store
- Prepare Maintenance budget report on monthly basis

## Qualifications for store supervisor

- Must be able to work independently and under general instructions
- Must be organized and service-oriented
- At least 2 years of experience in similar job function
- 1-3 years experience in a retail store management
- Ability to apply skills necessary to evaluate and resolve complex problems and situations
- Apply personnel and materials management skills for the efficient operation

