

# Store Manager - Retail

**Posted By: Petro Canada**

**Location:** Port Alberni

**Salary:** \$37.50 Per Hour

**JOB ID :** RJ5644864

**Posting Date :** 15-Aug-2025

**Expiry date :** 11-Feb-2026

**Education :** Secondary (high) school graduation certificate

**Language :** English

**Vacancies :** 1

**Years of Experience :** 2 years

**Job Type :** Full Time

## Job Description

Port Alberni, BC  
V9Y 3S1

On site

37.50 hourly / 30 to 35 hours per week

Permanent employment

Full time

Early morning, Evening, Flexible hours, Morning, On call, To be determined, Day, Weekend, Overtime required, Overtime available

Starts as soon as possible

1 vacancy

## Overview

### Languages

English

### Education

Secondary (high) school graduation certificate

### Experience

2 years to less than 3 years

### On site

Work must be completed at the physical location. There is no option to work remotely.

### Work setting

Retail business

## Responsibilities

### Tasks

Direct and control daily operations

Evaluate daily operations

Plan and organize daily operations

Manage staff and assign duties

Determine merchandise and services to be sold

Plan budgets and monitor revenues and expenses

Determine staffing requirements

Resolve issues that may arise, including customer requests, complaints and supply shortages

Recruit, hire and supervise staff and/or volunteers

Conduct performance reviews  
Supervise office and volunteer staff

## Experience and specialization

### Computer and technology knowledge

Electronic mail  
Adobe Acrobat Reader  
MS Outlook

## Additional information

### Work conditions and physical capabilities

Attention to detail  
Combination of sitting, standing, walking

### Personal suitability

Efficiency  
Hardworking  
Proactive  
Time management  
Client focus

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## Who can apply for this job?

### You can apply if you are:

- a Canadian citizen
- a permanent resident of Canada
- a temporary resident of Canada with a valid work permit

**Do not apply if you are not authorized to work in Canada.** The employer will not respond to your application.

## How to apply

### Direct Apply

By Direct Apply

### By email

[majorai2025@proton.me](mailto:majorai2025@proton.me)

### By mail

3908 Redford Street  
Port Alberni, BC  
V9Y 3S1

This job posting includes screening questions. Please answer the following questions when applying:

- Are you currently legally able to work in Canada?
- Are you willing to relocate for this position?
- Do you currently reside in proximity to the advertised location?

**To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: [majorai2025@proton.me](mailto:majorai2025@proton.me)**

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