



File Number: 6004-8

EMPLOYMENT OPPORTUNITY

Competition: # MEA-18-006

Open to: This Category I position is open to all interested parties

Shift Supervisor

CANEX Retail

4TH Canadian Division Training Centre, Meaford

Permanent, part-time

Who We Are: CFMWS is committed to enhancing the morale and welfare of the military community, ultimately contributing to the operational readiness and effectiveness of the Canadian Armed Forces (CAF). We pride ourselves on being part of the Defence Team. For more information on who we are, please visit us at www.cfmws.com.

Job Summary: Under the supervision of the Store Manager, the Shift Supervisor operates the Point of Sales (POS) system, lottery terminal, video rental computer, data wave and debit/credit machine and maintains a float. She/he deals with customer concerns or complaints to ensure customer satisfaction and refer complaints to manager as needed. She/he fills in credit plan documentation and processes customer credit authorizations as required. The Shift Supervisor supervises employees, authorizes refunds, voids and returns and holds keys, safe combination and access codes. She/he opens and closes the store, as required.

Qualifications:

High School diploma AND some experience in a related field

OR

An acceptable combination of education, training, and experience will also be considered

Language requirement: English Essential, Bilingual an asset

French Language Proficiency (Bilingual an asset)	
Reading Comprehension	2
Written expression	1
Oral interaction	2

Level: N/A (No proficiency), 1(Basic), 2(Functional), 3(Advanced), 4(Professional)

Experience Requirements:

- In cash handling
- In personnel administration
- In merchandising, an asset
- In food and beverage preparation, as required
- In food and beverage service, as required

Posted / Affiché le : 08 June 2018 / 8 juin 2018

Expires / Date de clôture : 21 June 2018 / 21 juin 2018



Benefits Available:

- Educational Assistance
- Defined Benefit Savings plans (TFSA, RRSPs)
- Accessible facilities on base (i.e. Fitness facility, Swimming pool, etc.)
- Employee and Family Assistance Program (EFAP)

Salary: \$14.13/hr - \$15.47/hr

Conditions of Employment: Must be available to work all shifts (days, evenings, weekends and holidays)

Security:

- Reliability Status

NPF employees must demonstrate the following shared competencies: client service, organizational knowledge, communication, innovation, teamwork and leadership.

Employment Equity: NPF is strongly committed to building a skilled and diverse workforce reflective of Canadian society. Therefore, we promote employment equity and encourage candidates to voluntarily self-identify on their application if they are members of a designated group (i.e. a woman, an Aboriginal person, a person with a disability or a visible minority).

Start Date: 02 July 2018

Posting Date: 08 June 2018

Application Deadline: 23:59 hrs Pacific Time on 21 June 2018

Application Submission: Submit resume to NPF HR Office quoting competition # MEA-18-006. Email: Meaford.Recruiting@cfmws.com or online: www.cfmws.com.

We thank all applicants in advance for their interest in this position, however, only those selected for an interview will be contacted.