



# Retail Sales Clerk

**Posted by:** Jocelyn's Your Independent Grocer

**Location:** Drayton Valley

**Salary:** \$17.05 Per Hour

**Job ID:** YJ3063651

**Posting Date:** 17-Oct-2025

**Expiry Date:** 15-Apr-2026

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

**Language:** English

**Vacancies:** 1

**Experience:** Fresher (less than 1 year)

**Job Type:** Full Time

## Job Description

# Retail Sales Clerk

## Jocelyn's Your Independent Grocer

### Job details

**Work Location:** 5212 50 Street, Drayton Valley, AB, T7A 1S6

**Type:** Permanent Employment/ Full Time

**Time:** Early morning, Evening, Morning, Day

**Vacancy:** 1

**Wage Rate:** \$17.05 hourly/ 30 to 40 hours per week

**Starting Date:** As soon as possible

### Overview

#### Languages

English

#### Education

Secondary (high) school graduation certificate

#### Experience

1 to less than 7 months

#### On site

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

### Responsibilities

#### Tasks

Accept cash, cheque, credit card or automatic debit payment

Operate cash register

Operate computerized inventory record keeping and re-ordering systems

Provide customer service

Assist in display of merchandise

Greet customers and discuss type, quality and quantity of merchandise or services sought for purchase, rental or lease

Maintain sales records for inventory control

## **Additional information**

### **Work conditions and physical capabilities**

Fast-paced environment  
Attention to detail  
Standing for extended periods

### **Personal suitability**

Energetic  
Organized  
Excellent oral communication  
Client focus  
Honesty

## **Benefits**

### **Health benefits**

Health care plan

## **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**

### **By email**

[mon01813@loblaw.ca](mailto:mon01813@loblaw.ca)

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: [mon01813@loblaw.ca](mailto:mon01813@loblaw.ca)

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