

Assistant Store Manager

Cutey N Coolty

Job ID
49866

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LOCATION	DATE POSTED	EXPIRY DATE	
3625 Shaganappi Trail NW Suite H004, Calgary, AB Alberta	23-04-2026	20-10-2026	
TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 45-47 per hour	2 years to less than 3 years	College/CEGEP

Job Details

Employer: Cutey N Coolty

Position: Assistant Store Manager

Terms of Employment: Permanent, Full-time (30-40 hours per week)

Schedule: Morning, day, afternoon, evening, weekend, and flexible hours

Hourly Wage: \$45.00 – 47.00 per hour (To be negotiated)

Expected Start Date: As soon as possible

Work Location: 3625 Shaganappi Trail NW Suite H004, Calgary, AB T3A 0E2

About Us

Cutey N Coolty is a children's fashion retailer offering playful, stylish, and comfortable clothing, shoes, and accessories for girls, boys, and babies. Our business focuses on thoughtfully selected materials, versatile styles, and a positive shopping experience for families.

Job Duties

- Plan, organize, direct, control, and evaluate daily retail store operations.
- Manage, schedule, train, and assign duties to retail staff.
- Monitor sales performance, store targets, inventory levels, and customer service standards.
- Assist in selecting merchandise, organizing product displays, and supporting pricing and promotion strategies.
- Study customer preferences, seasonal trends, and competitor activity to support sales growth.
- Coordinate with suppliers or vendors when required to support merchandise availability.
- Support budgeting, monitor revenues, control store expenses, and authorize routine expenditures within company policy.
- Develop and implement local marketing and merchandising initiatives to promote children's clothing, shoes, accessories, new arrivals, and clearance items.
- Respond to customer requests, concerns, returns, and service issues professionally.
- Support hiring, training, development, and retention of store staff.
- Ensure the store is clean, organized, safe, and aligned with company standards and brand image.
- Prepare sales, inventory, staffing, and operational reports for management.

Requirements:

- College diploma in economics, commerce, business administration or a related field OR equivalent experience
- At least 2 years of work experience in a retail or wholesale field
- Previous managerial or supervisory experience is required
- Exceptional customer service skills
- Strong organization and effective interpersonal skills
- Client focus, Efficient interpersonal skills, Initiative, Judgement, Organized, Team player

Work Conditions and Physical Capabilities:

Fast-paced environment; Attention to detail; Work under pressure

How to Apply:

If you are interested in the position and would like to join and grow with us, we encourage you to send us a Cover Letter and Resume by email to cuteyyyc@outlook.com