**JOB DESCRIPTION**

**Yard Supervisor**

**Summary**

Along with the responsibilities of a Yard Associate (see Appendix I), Yard Supervisors are over and above committed to Home Hardware’s service standards and fully aligned with Home Hardware’s values. The Yard Supervisor is responsible for maintain the effective organization and accessibility of lumber yard merchandise.

**Core Competencies**

* Experience in management or supervision;
* Extensive Product knowledge;
* Customer service oriented;
* Welcoming, professional and attentive to the needs of our customers;
* Strong listening and communication skills;
* Proficient with computers, able to learn new software and processes;
* Mature, responsible with sound decision-making skills;
* Retail, sales or customer service experience is a must;
* Construction or home renovation knowledge.

**Job Responsibilities**

* Ensure that every customer experience exceeds the customer’s expectation;
* Ensure department is safe, tidy and Health and Safety protocol is followed;
* Organization and accessibility of materials;
* Proper execution of orders and deliveries;
* Provide suggestions to Yard Foreman for improvements;
* Provide minor oversight to department employees;
* Perform other duties as requested by the supervisor.

This position reports to the **Store Manager** and the **Yard Foreman.**

*\*\*We are committed to a diverse and inclusive workplace for all. If you are contacted for a job opportunity, please advise us of any accommodations needed to ensure fair and equitable access throughout the recruitment and selection process.\*\**