



## **JOB ANNOUNCEMENT**

**U-CARE Pharma**, the first health and beauty store chain in Cambodia, is seeking a position of **Store Supervisor** for our branch in Phnom Penh and Kampot Province.

Position: **Store Supervisor (5 Positions)**  
Location: Phnom Penh & Kampot Province  
Working Time: 7:30am – 3:30pm (6 days/week)

### **Job Duties and Responsibilities**

- Ensure pricing is correct, cleanliness and safety in store
- Attend trade show to identify new products and service
- Ensure standards for quality, customer service, health, and safety are met.
- Monitor staff performance to achieve monthly sale target
- Handle customer questions / complaints and issue.
- Check Sale and stock monthly report before send to head of department
- Can propose new products, in accordance with customers feedback to managers
- Manage products quality control (Pro Expire, Damage, Packaging of product).
- Prepare scheduled training and lesson for team and meeting with staffs
- Cash controller ( Check daily sale report pass to Accountant and exchange money)
- Manage staff issue (take leave, staff replacement, OT and resign)
- Cooperate with other store and managers
- Contribute to store sales performance by assisting customers with their needs
- Perform other tasks that may be assigned by Head of Department and COO.

### **Requirements**

- Bachelor degree of Management, marketing, sale, other related fields.
- At least 2 years experiences for supervisor/store manager
- Male/Female 20-35 years old
- Good command of English speaking, writing and listening.
- Knowledge of computers skills Microsoft office (Word, Excel and POS)
- High commitment and hard on working
- Strong confidence and leadership style.
- Honest, Flexible and Responsible, good attitude and creative new ideas.

### **Apply to:**

Interested candidates are requested to submit CV together with recent photo (4 x 6), a cover letter to Admin & HR Department

### **Contact: HR Department**

Address: #39, Preah Sihanouk Blvd, Sankat Chaktomok, Khan Daun Penh, Phnom Penh

Tel : 023 224 199

017 75 85 99

081 402 797

E-mail : [hr@ucarepharma.com](mailto:hr@ucarepharma.com)