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# Example of Associate District Manager Job Description

Our company is searching for experienced candidates for the position of associate district manager. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for associate district manager

* Perform work in a safe manner and use appropriate personal protective equipment
* Within assigned districts, support the efforts to maintain satisfactory targets for cost controls and growth
* Perform daily route check-in by reviewing and approving invoices, deposits and other necessary documents for accuracy
* Identify/prioritize new business prospects
* Design/implement a plan that ensures account managers are prospecting with a plan and at a level designed to meet territory and district growth objectives
* Provide the leadership/drive for the successful introduction of new value-added products/programs and the accountability to ensure budgeted goals are met
* Organize and help deliver the required resources to aid account managers, QMC’s and sales developers in accomplishing their service and sales growth objectives
* Develop and recommend an annual sales and operating budget
* Run vacant territories until Account Manager is hired and trained
* Help with QMC functions in troubleshooting, start-ups and installations

## Qualifications for associate district manager

* Must be able to travel up to 30% including overnight for business
* Must possess or able to obtain state certification & business licensing
* Cold calling sales ability, with assertive, positive, and persistent style
* Ability to work independently, being a team member
* Bring your passion and fun
* Stay ahead of the curve