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# Example of Depot Manager Job Description

Our company is growing rapidly and is hiring for a depot manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for depot manager

* Ensure that the relevant systems are being followed
* Manage and control commercial fleet utilisation
* Ensure that the stores and TLB supervision are working in accordance with the correct procedures
* Completing and submitting a minimum of two PGIs per period and ensure the 6 supervisors at the Depot submit at least one
* Encouraging Close Call reporting
* Assisting in the planning and delivering of Track Partnership events including – BOTG, safety stand downs
* Previous relevant experience in a similar position ideally within the same industry
* Develop strong and successful relationships with key customers associated with the contract
* Drive increased productivity and quality through strong leadership, successful collaboration and innovative thinking
* Participate in developing short, medium and long term plans to achieve contract requirements in a cost effective manner

## Qualifications for depot manager

* Excellent leadership skills and ability to prioritize and complete multiple tasks
* Actively solve problems using creativity and innovation
* Provides inspirational leadership and brings out the best in the team
* Supports key projects, as identified in Essential Functions, providing day-to-day updates to leadership as directed
* Ability to prioritize and handle multiple tasks and/or projects simultaneously
* Ability to adapt to constantly changing priorities and projects