Downloaded from <https://www.velvetjobs.com/job-descriptions/district-operations-manager>

# Example of District Operations Manager Job Description

Our company is hiring for a district operations 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 district operations manager

* Responsible for the staffing and employee development for the Store/Department
* Communicate rental performance to the District Rental Manager
* Review and update rental contracts
* Prepare monthly and annual rental budget
* Maintain DPO’s on all equipment movements including rental and equipment held for sale
* Verify credit of new accounts
* Responsible for equipment and merchandise stocking levels
* Maintain insurance and bonding policies
* Grow the rental business through organic “same Store” growth
* Maintain government safety requirements and other regulations

## Qualifications for district operations manager

* Prior experience with Fabrication, CNC Routing & Machining
* Superior time management skills with the ability to prioritize workloads
* Professional in appearance, attitude and actions
* Prior experience with Fabrication, CNC Routing & Machining is highly preferred
* Direct experience with championing recruiting, hiring, performance management initiatives
* Strategic Vision – Identifies strategies and objectives