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# Example of Impact Manager Job Description

Our company is hiring for an impact manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for impact manager

* Other duties as mandated by the position
* Coordinates services for remodels, building expansions, and new construction at the request of field management
* Works with Store Planning to develop store plans in remodels of existing buildings that suitable and acceptable to Headquarters and Field Management
* Coordinates with architects, contractors, landlords, city officials and sub-contractors to ensure new construction and remodels are permitted and built according to plans and specifications
* Interfaces with project inspectors regarding construction related legal and civil obligations construction code compliance
* Assists in construction negotiations, coordination of plans and specifications with the general contractor and is ultimately responsible for establishing and maintaining favorable and effective working relationships with all vendors throughout the project duration
* Responsible for the set-up/transfer of permanent utility accounts
* Responsible for the installation of all store equipment such as store display fixtures, alarms, telephones, and computer systems
* Responsible for the permitting and installation of the exterior signs
* Reviews store plans with store planning department to verify placement of fixtures and that all business services such as commercial counters, hydraulic hoses, paint rooms, clutch grinders, brake lathes, and exhaust products are accounted for in the drawings

## Qualifications for impact manager

* Experience in designing, managing & implementing programs in complex rural environments a plus
* Excellent skills in written and spoken English, working knowledge in Spanish a plus
* Excellent interpersonal skills and client service-oriented personality
* Excellent research, writing, analytical, communication, public speaking and management skills
* 4 years of experience in the early childhood education industry required
* 2 years of experience in nonprofit environment or in leading volunteers preferred