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# Example of Mall Manager Job Description

Our innovative and growing company is searching for experienced candidates for the position of mall manager. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for mall manager

* Facilitate proactive order book management – sell thru analysis actions – chase winners/ manage losers
* Support to team to provide excellent sell ins
* Be the face of your accounts
* Monitor performance metrics using branch tools (performance boards, DWOR)
* Align all business partners to deliver planned business objectives through effective communication forums
* Manage the branch P&L by being responsible for maintaining a healthy balance sheet in the branch ensuring the assets on the books of the branch are performing to expected standards, that low quality assets are kept to a minimum and that the earnings contribution of the branch is within acceptable levels
* Stationary consumption/telephones
* Brief staff on promotional and product launches
* Responsible for execution of new initiatives including new product and menu rollouts
* Write and manage Team Member schedules

## Qualifications for mall manager

* Knowledge of building systems and financial accounting
* Operations or facility management experience at a senior level as part of a shopping centre or property management team
* Simple valuation and investment principles
* Technical and soft services contractor procurement and management
* Understanding and application of risk management in the property environment
* Can involve standing and walking