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# Example of Retail District Manager Job Description

Our growing company is looking to fill the role of retail district manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for retail district manager

* Manages accounts when Key Account Reps are on vacation
* Have a passion for building and cultivating relationships with Regional, Market key store level contacts
* Demonstrating and reinforcing the behaviors that make every shopping experience easy for our customers
* Optimizing all sales opportunities through execution of merchandising, marketing and sales programs
* Training, supporting and supervising General Managers to ensure that company goals for customer service, sales, expense, payroll, inventory shrinkage and profit are achieved and exceeded according to plan
* Ensuring timely communication between store management, distribution centers and corporate offices to facilitate effective execution of plans and procedures
* Developing associates through training, coaching and placement in order to maintain a high caliber team
* Ensuring security, safety and loss prevention
* 10 plus years management experience in a luxury multi-unit retail environment
* 40% travel with this role

## Qualifications for retail district manager

* Minimum of five years of multi-store leadership experience within specialty retail preferred
* Experience working with multiple nationalities and various cultures
* Must be competent in Excel and power point
* 10 years management experience with staff development
* Traveling between 4-8 stores in your district
* Developing, training, and coaching Team Members to meet and exceed performance objectives