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# Example of Retail General Manager Job Description

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

## Responsibilities for retail general manager

* Attract, motivate and develop top talent/bench as part of World Class Sales Organization
* Understand customer needs and develop customer centric strategies to partner with them in mutually beneficial initiatives
* Manage the urban building facilities
* Administer the leases and applicable building easements
* Maintain and secure any common areas and tenant areas as indicated in the lease
* Collect rent and recovery charges
* Monitor and re-mediate building code violations
* Assist in executing a long term strategy for each individual building
* Prepare an annual budget for each facility
* Forecast the annual income and expenses for the center on a periodic basis

## Qualifications for retail general manager

* 10 -15 years demonstrated capability to manage large, multi-phase / multi-year companies in Retail Business
* Minimum 8-10 years’ experience in retail, hospitality, or related field
* Minimum 5 to 7 years previous and relevant experience in property management of retail malls or equivalent retail environment
* Familiarity with Building Engines or other equivalent internet-based inspection and work order management software tool
* Strong literacy in Microsoft Office products
* Strong acumen in financial management and accounting principles