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# Example of Store Mgr Job Description

Our company is growing rapidly and is looking for a store mgr. 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 store mgr

* Plan and develop goals for assigned merchandise categories
* Select product mix and define product placement
* Create and implement new initiatives for all categories to create sales and margins
* Negotiate all Merchandise contracts generating in excess of $10 million in merchandise rebates
* Conduct forecasting, budgeting, and category plans
* Develop market materials and programs for responsible categories
* Collaborate with Operations to maximize execution of merchandise programs
* Work with Maintenance, Construction, and Procurement to determine optimal equipment and service contracts for all equipment
* Develop, analyze, and maintain plan-o-grams for designated categories
* Negotiate compliance for all contracts within assigned categories

## Qualifications for store mgr

* To build lifelong relationships with visitors/customers by capturing addresses/phone numbers and the use of follow up and personal trade mechanisms/programs on a local and/or more coordinated central level
* Serves as primary manager for the store when the Store Manager is out
* Assists in day to day responsibility for store operations and through regular rotational assignments, is accountable for specific areas within operations as assigned by the Store Manager
* Assists with communicating management expectations to store team and communicating store needs to Store Manager for effective action
* Participating in the recruitment, interviewing, and orientation of Sales Specialists
* Providing exceptional customer service during all customer interactions