



# Example of Affiliate Manager Job Description

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Our innovative and growing company is hiring for an affiliate manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for affiliate manager

- Develop, implement, and enforce policies and procedures for accounting-related functions
- Assist in SOX compliance work as assigned by affiliate management
- Establish the right sales structure and capabilities to maximize Brands' sales potential and ultimately achieving the Brands' vision and goals
- Ensure brand's CRM objectives is achieved
- Analyze and review monthly and annual sales statistics
- Ensure effective budgetary control over sales expenses, returns and promotional expenses
- Establish and achieve sell-in and sell-through sales targets, business planning accuracy (BPA) and inventory targets
- Analyze and submit competitors' activities on a monthly basis
- Lead the opening of new counters/stores, pop-up stores, temp counters
- Build affiliate campaigns and compensation strategies and other day-to-day activates including affiliate recruitment, relationship building, campaign building, landing page and commission optimization, monitoring spend and performance levels relative to budgets and expected KPI's

## Qualifications for affiliate manager

- Position requires 5+ years of related work experience, preferably in Beauty or Consumer Packaged Goods
- The ideal candidate will be an effective listener and communicator
- Assist in managing the renewal process with sales modeling, interpretation of

- Create new metrics to measure opportunity for growth by closely interacting and aiding other Asia Pacific Territory heads and teams
- Bachelor degree with minimum 5 years' of relevant experience in retail operations, at a managerial level Additional qualification in makeup artistry will be preferred