



# Example of Affiliate Manager Job Description

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Our growing company is searching for experienced candidates for the position of affiliate manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for affiliate manager

- Identify and convert new sales opportunities with prospective and existing partners
- Provide exceptional client management and service to key accounts
- Coach and motivate the Sales and Marketing team to ensure deliverables are met, including support at training visits and/or road shows
- Management of the sales budget and expenses to ensure short and long term goals are met
- Hosting clients at special events on occasion
- Lead and prepare the monthly rolling financial estimate for the Brand/s
- Discuss and review monthly Profit & Loss estimates and sales commentaries with Brand Managers and ensure timely and accurate reporting
- Be able to articulate clearly the Brand/s top-line financial performance to senior management
- Play an innovative and active role in providing financial advice and assistance to brands on their business issues
- Perform Quarterly Profitability studies on Category / Channel / Retailer segments

## Qualifications for affiliate manager

- Should have strong client relationship
- Monitor and communicate performance against effective benchmarks for measuring the impact of affiliates

- Possess a Bachelor Degree, preferably in Marketing/Management from a reputable institute
- Prior experience of minimum 8 years in marketing and consumer insight
- Candidate with experience in a similar capacity, preferably in the FMCG or cosmetic industry is preferred