



Example of Airport Manager Job Description

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Our growing company is hiring for an airport manager. 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 airport manager

- Responsible for daily management of the restaurant including, operational, financial, quality, and brand partner relations
 - Communicate & train all aspects of company programs and standards to management direct reports and hourly team members
 - Computes and records charges, refunds, cost of lost or damaged goods, and similar items
 - Performs general clerical functions within the business/restaurant, which include payroll, accounts receivable, accounts payable and operating statements
 - Utilize experience to effectively control financials, personnel management, facilities, marketing, food preparation and quality, and general business operations
 - Drive management team direct reports and hourly team members in the areas of new product introductions and promotional programs
 - Ensures team is knowledgeable on job expectations
 - Ensures products and merchandising brand standards are adhered to
 - Identifies potential or existing operational problems and initiates, develops, and implements appropriate solutions and measure results
 - Communicates company policies with management team direct reports and hourly team members through written and oral communication in a timely and effective manner
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- Strong network in the Airports & Aviation industry
- Recognized as an industry expert and leader by peers
- Substantial supervisory and business management experience
- Must have knowledge of a variety of computer software applications (MS Word, Excel, and Outlook)
- Completed college or university degree
- Strong business English in speaking and writing