



# Example of Assistant District Manager Job Description

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

## Responsibilities for assistant district manager

- Staffing -Ensure proper staffing levels are maintained and coordinate personnel requisitions with the Hiring Center
- High School Diploma and or College Course work is desired but not required
- Minimum of two (2) years janitorial experience is required
- Must be a strong team player able to work well with other crewmembers and follow direction from Management
- Must be customer focused, with strong interpersonal skills
- Must have ability to work with other crewmembers and be able to take direction from Management
- Able to perform all physical aspects of the job duties listed above
- Manage the day-to-day operations of the landfill
- Works with the District Manager to formulate both short-term and long-term goals, action plans
- Oversees personnel needs of these 50+ route sites including selecting, coaching, disciplining and training employees and evaluating employee performance

## Qualifications for assistant district manager

- Manage financial and distribution performance metrics for your defined geographic area
- Adequate night vision and comfort driving in adverse weather conditions

- Demonstrated result orientation and influencing skills in a fast paced sales environment are requiredMarketing & Sales
- Provide direct support to Managing Director and Director as an assistant Property Manager in the various phases of Property management (building maintenance, construction, violations, open applications, tenant issues)
- Familiarity with real estate software such as Yardi, MRI, Nexus