

This District Manager job description template includes key District Manager duties and responsibilities. You can post this template on job boards to attract prospect applicants.

Job Brief:

We are looking for a high-achiever District Manager to act as the key link between the headquarters and assigned district's branches. You will help branches stay up to date with company policies and you will ensure focus on increasing sales and building productive customers' relations. The successful candidate will be in charge of district's day-to-day operations and will carry out company policies and guidelines.

Responsibilities:

- Act as a liaison between the headquarters and the area's branches by making regular visits and interacting with management
- Be in charge of operational practices making sure that each branch runs smoothly and meets projected revenues and sales estimates
- Coordinate with, report and make recommendations to senior management in order to grow market share, improve customer experience and drive growth
- Ensure that each branch delivers value and excellence to the clients
- Cultivate and grow a strong team of committed branch managers that will maintain profit margins and implement business plan
- Ensure that all projects are executed profitably and in compliance to standardised business practices
- Apply innovative approaches and techniques to keep updated with competition

Requirements:

- Proven district management working experience

- Entrepreneurial mindset and clear thinking
- Business development and strategy implementation knowledge
- Strong leadership and decision making skills
- Ability to sell, manage and drive growth
- Excellent customer relationship management skills
- BS/MA in Business Administration