

**JOB CODE: TB004**

**OUTLET MANAGER – NELLORE**

**Job Description**

- Develop and implement the overall store strategy such that maximum possible sales are always achieved while controlling expenses and inventory
- Monitor day-to-day store operations and perform administrative tasks to support the smooth operation of all store operations
- Hire, train, coach, and supervise retail staff to establish a working environment where everyone feels motivated to give their best efforts towards the achievement of organizational objectives
- Provide staff with regular feedback, constructive coaching, and timely performance evaluations for optimising their performance
- Listen to customers' feedback and respond to their complaints politely to ensure good reputation
- Create reports and presentations for senior management

**Candidate Profile:**

- Bachelor's Degree in Business Administration (BBA), or related field (B. Com, etc.)
- 7+ years of retail management experience
- Demonstrated ability to work effectively with budgets
- Basic computer skills in Excel, ERP, etc.
- Strong sales and customer service skills
- Proven ability to train and advise retail staff on customer service excellence
- Great communication, interpersonal, and organizational skills
- Fluency in English and Telugu
- A pleasant, friendly, and positive attitude
- 2-3 years of experience in retail sales
- Basic understanding of Hindi
- Experience with social media marketing and promotions