

Title: Store District Manager
Industry: Retail Motor Fuels
Job Type: Marketing/Operations
Education: BA or equivalent experience

Convenience Store District Managers are Multi-Unit Managers who oversee 10-12 locations which includes all fuel sales, inside retail sales, fast food concept sales, other facility revenues, facility maintenance, inventory management and local marketing. District Managers are responsible for increasing profitable sales while protecting company assets. Along with operational support, District Managers must also recruit, train, and maintain their team by providing ongoing coaching and development to the Managers and teams within their assigned areas.

RESPONSIBILITIES:

Leadership:

- Motivate team through a compelling vision and direction to encompass Gill Energy Core values
- Form partnerships with upward management and key business partners
- Act as a leader amongst peers in the field and with Home Office
- Lead consistent store visit evaluations and provide proactive feedback
- Communicate clear expectations and hold the store teams accountable to achieving all brand, performance and behavior standards
- Conduct productive conference calls & team meetings
- Proactively seek personal learning and development opportunities

People Development:

- Recruit, hire, develop and retain top management talent for the district, to include filling all open positions
- Develop an effective succession plan that lead to internal promotions
- Train store management and create development plans
- Recommend and approve all salaries and wage changes in conjunction with conducting and approving performance reviews for management

Drive for Results:

- Drive Gill Energy through demonstrating sales leadership, coaching and connecting with the customer experience
- Establish and lead the execution of district business strategies to drive store Key Performance Indicator (KPI) results that maximize performance and achievement of sales plan and goals
- Control all aspects of the annual budget process, to include sales, controllable expenses, payroll and annual shrink results
- Communicate business needs for the district and company that play an active role in driving results
- Plan and execute effective, productive store visits reviewing KPI performance, Personnel, Visual Merchandising, Operations and key-business initiatives
- Hold Store Managers accountable for execution of all operational responsibilities and instill a high standard of compliance

Job Requirements:

- 2 years of increasing experience in retail management; including experience as a store manager
- Overnight and daily travel is required
- High degree of proficiency MS Office Suite, Outlook & Internet applications
- Strong analytical, prioritizing, interpersonal, problem-solving, presentation, budgeting, project management (from conception to completion), & planning skills
- Strong verbal and written communication skills
- Demonstrated collaborative skills and ability to work well within a team
- Ability to work with and influence peers and senior management
- Ability to work in a fast-paced and deadline-oriented environment
- Self-motivated with critical attention to detail, deadlines and reporting
- Must be able to perform all essential job functions identified in the "District Manager essential job functions"