



ASST STORE MGR IN TRAINING - 0128 CONYERS, GA

Contact: HOME DEPOT

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https://al-chokeee.countybuyselltrade.com/jobs/asst-store-mgr-in-training-0128-conyers-ga_conyers_83338

Address: 7924 Victoria Dr Ste 209, Conyers
Price: Check with seller

DetailsApplyPOSITION PURPOSE Assistant Store Managers in Training are learning the various responsibilities and functions of the following roles: Assistant Store Manager, Operations Assistant Store Manager, Night Operations Assistant Store Manager, and Specialty Assistant Store Manager. At a high level, ASM s in Training will learn how to support the Store Manager in developing strategies and objectives toward driving store sales and profitability. They will learn how to accomplish these objectives through effective leadership of and communication to their Associates. MAJOR TASKS, RESPONSIBILITES AND KEY ACCOUNTABILITIES General Customer Service Initiatives to include supervising Associates in the selling effort, ensuring the store s in-stock position, and maintaining an appealing and organized store appearance. ASM s in Training will learn the following tactics to support this key accountability: staffing and scheduling, identifying and resolving stock deficiencies, supervisor associates in selling behaviors, resolving customer issues and concerns, and supporting service needs for both installed sales/special orders and product sales. Supervising Store Associates to include interviewing, hiring, motivating, coaching, training,developing, and communicating to associates. ASM s in Training will also learn the performance management process, to include semi-annual review of associate performance and how to execute the associate disciplinary process when necessary. Operations Management to include supervision of front end processes involving sales and return transactions, as well as special services and lot support. ASM s in Training will also learn how to oversee the back end processes, including receiving and freight teams to ensure that merchandise is received and stocked appropriately. They will also learn how to maintain and operate all store equipment and systems as well as how to manage daily financial operations. ASM s in Training should develop a command of store standard operating procedures (SOP s), especially those involving Safety compliance. Business Analysis and Merchandise Planning Initiatives to include driving department profitability through analysis of sales trends. ASM s in Training will learn how to work with key partners (Store Managers, Field Merchandising, MET Teams) to plan merchandise placement and signing. They will also learn how to support stock integrity through inventory management processes. NATURE AND SCOPE ASM s in Training will report to a Store Manager. Once complete with their training process, they will gradually assume accountability supervision

work activities of associates. ENVIRONMENTAL JOB REQUIREMENTS Environment: Located indoors in a comfortable indoor store. Any uncomfortable conditions would be infrequent and of short duration. Physical: Typing requires over 5000 key strokes per hour. Less than 10% of the time. MINIMUM QUALIFICATIONS Must be at least 18 years old.



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