

Home Depot Store Manager Job Description

- Provide prompt and courteous service, resolving customer complaints, following up to ensure feedback has been properly followed through
- Works with suppliers regularly
- Responsible for the maintenance of the inventory and assets as well as safekeeping, security, and loss prevention
- Plan and implement employee training programs by providing them with customer service skills, product knowledge and merchandising techniques as needed to ensure they achieve their job duties
- Oversee daily operations of the store, including employees and budgeting
- Provide guidance to improve customer service, maintain efficient inventory management and ensure proper staffing levels
- Supervising customer service and operations
- Participate in the hiring process, training, and development for Home Depot associates
- Establish the basic policies and procedures about how to work at a Home Depot store
- Overseeing the stockroom, receiving inventory, managing the checkout counters and operating equipment
- Familiar with inventory management systems to keep track of inventory levels
- Responsible for the success of a store and work with their staff to create an enjoyable shopping experience for customers, while also selling quality home improvement products
- Hire candidates who have customer service experience and can demonstrate leadership skills.