

Walgreens Assistant Manager Job Description

- Ensure the success of assigned functions within a complex distribution center environment
- Work with the general manager to develop strategies and key objectives which would help maximize productivity and also leverage expenses for the distribution center
- Develop strategies that'll help the company to be prepared for any business challenges, as well as the ever changing business trends; compare trends with forecasts frequently, to determine variances
- Regularly review the strategies and plans to ensure that changes in trends and forecasts are properly anticipated and prepared for
- Maintain high standards across all the distribution center's functions
- Maintain a very productive, highly motivated, and very positive workforce
- Ensure that all performance successes are well shared and celebrated whilst ensuring that deficiencies in performance are also appropriately addressed
- Develop goals, set parameters, and allocate resources; and also establish very effective controls to achieve goals, budgets, standards, and KPIs
- Ensure operational excellence across all operations for the DC and the strict adherence to divisional processes and procedures
- Oversee equipment and entire facility; work to ensure that all components of the facility are properly functioning
- Create and maintain a very organized, safe, and clean workplace
- Ensure adequate and appropriate merchandise flow (timing and volume) in order to meet the needs of the store at the budgeted cost or below it
- Model, support, and ensure total compliance to operational standards, company values, culture, and beliefs

- Lead the entire management team, directly and indirectly, in the search for improvement opportunities, making use of the Lean Principles
- Provide an equal opportunity for everyone, including disabled people and veterans.