

Kudler Fine Foods

Job Description

Department Manager

Directs and coordinates activities involved with production, sale, and distribution of department products.

Essential Duties

1. Supervises full-time and part-time employees.
2. Determines variety and quantity of products to be produced or stocked, based on orders, sales projections, and organization standards.
3. Develops and manages budget for department operations.
4. Negotiates with suppliers to arrange purchase and delivery of supplies.
5. Implements policies to utilize human resources, machines, and materials productively.
6. Plans department layout or merchandise or advertising display.

Required Qualifications and Experience

Each department manager must have specific training in the department he/she is managing.