# SALES MANAGER JOB DESCRIPTION

### I/ Key job tasks of sales manager job description

* Plan, organize, direct and control your Team staff to meet these objectives.
* Use these to help your Team to maximize their potential.
* At the beginning of each month, counsel with each Team Member to establish realistic sales objectives for the month and action plan.
* Establish a sales objective for the department each month and submit it to the co.
* Achieve forecasted sales by following (and, if necessary, adjusting) your written plan of action.
* Monitor each Team Member daily performance and compare it with that month's objective.
* Understand departmental financial data to determine what is happening in your department. Review financial data that affects your department's profit centers.