



**Storage Investment Management Inc.**

## **Sales Manager Responsibilities**

The Sales Manager is responsible for Sales, Financial Performance, Staff Supervision and Daily Operations of the storage facility. We promote an environment where the independent, responsible, entrepreneur will have the greatest opportunity to prosper.

- Provide excellent customer service.
- Aggressively market and lease storage spaces.
- Proactively promote the sale of sundry items and insurance.
- Hire, supervise, motivate and train all members of the facility team.
- Continuously seek out opportunities to increase financial results beyond budget expectations.
- Maintain excellent facility appearance and cleanliness.
- Manage expenses within budget constraints.
- Timely administration of banking requirements and processing of payables. Maintain accurate records of all types.
- Effectively manage customer delinquency by way of established debt collection procedures.
- Timely and accurately submit reports to SIMI.
- Oversee minor maintenance and janitorial tasks as required.
- Supervise outside contractors working on site.
- Actively develop and administer the annual operating budget and marketing plan.
- Nurture and enhance SIMI's positive image and relationship with the property owner and the public.
- Assume responsibility for and supervise all aspects of daily facility operations of this business that may occasionally require response to after hours issues, directing subordinates or other situations as needed on a 24/7 basis.
- Other tasks as may be assigned from time to time.

We are an equal opportunity employer and prefer to promote qualified individuals from within.