



<b>Position:</b>	District Sales Manager	<b>Department:</b>	Sales
<b>Classification:</b>	Salary/Exempt	<b>Reports To:</b>	VP of Sales
<b>Date Created:</b>	7/27/2012	<b>Last Revised:</b>	9/18/2023

**Job Overview:**

At the direction of the VP of Sales the District Sales Manager (DSM) provides direct leadership over a team of District Sales Representatives (DSR) in their respective district by energizing, motivating, developing, and coaching their assigned DSR's. The District Sales Manager proactively evaluates opportunities and threats that exist in their territory and aligns with internal and external partners to achieve desired results.

**Essential Functions:**

1. In partnership with Senior Leadership and the Regional Sales Directors, participates in the development of strategic initiatives, objectives, policies and priorities.
2. Responsible for overseeing the hiring, coaching, evaluation, and disciplinary action of all members within their respective district.
3. Leads a team of DSR's by aligning individual and team growth to company strategic goals and priorities.
4. Leads DSR's through a continuous feedback approach, sharing positive recognition and providing coaching where necessary.
5. Regularly analyzes KPI's, completes quarterly DSR performance reviews and performs regular DSR performance observations.
6. Responsible for business development within their respective district, including meeting with customers, assisting DSR's with managing relationships, negotiating, and closing deals.
7. Works closely with the Customer Relations Manager to cultivate new and further penetrate existing business.
8. Supports the company's safety culture by creating an environment of employee safety awareness while addressing customer location safety issues.
9. Develops and maintains highly effective internal and external relationships with the goal of providing a strong sense of cross-functional alignment and exceptional customer service.
10. Establishes strong working relationships with Foodservice Brokers and Vendors to provide customers with product trends and business information.
11. Attends Sales Management Meetings, Marketing functions and represents Ginsberg's Foods at professional and community functions.
12. Organizes and facilitates district meetings with direct reports.
13. Maintains required records related to sales activities and personnel management.
14. In partnership with the Regional Sales Directors, creates and manages the district's annual sales budget.

**Additional Responsibilities:**

1. Assists with responding to Requests for Proposals.
2. In partnership with the Credit Manager ensure account receivable balances within their district are paid within the appropriate terms and deposited in the bank according to company policy.
3. May deliver product to a customer when necessary.
4. Performs other related duties as required or directed.

**Knowledge, Skills, and Abilities:**

1. A strong leader in foodservice sales with the ability to hire, train, motivate, and lead a team of employees forward.
2. Solid strategic thinking and problem-solving skills, including the ability to anticipate and plan for the future as well as realign priorities quickly when dealing with unanticipated events.
3. Demonstrated ability to develop and manage a working funnel of sales opportunities.
4. Ability to identify and pursue business development opportunities; build relationships across the industry including trade associations, customers, and strategic partners.
5. Strong English language aptitude, including the ability to communicate effectively orally and in writing (including the use of texting and email).
6. Strong active listening skills, necessary to understand the needs of customers and others.
7. Proficient in the use of Microsoft Excel, Word, Outlook, and Internet Explorer.
8. Ability to use Microsoft Office products to develop and maintain spreadsheets, databases, and graphs.
9. Ability to learn, without assistance, company-specific computer programs and emerging Technology.
10. Basic knowledge of all Social Media platforms.
11. Ability to use logic to analyze complex financial and other problems and develop solutions.
12. Ability to multi-task, prioritize workload, appropriately and effectively delegate in a fast-paced, deadline-oriented environment.
13. Ability to develop and manage multi-million-dollar budgets.
14. Strong ethical responsibility to coworkers, customers, affiliations, associations, and community.
15. Relentless positive energy and professionalism.
16. Firm commitment to the mission and core values of Ginsberg's Foods.

**Education/Experience (Preferred Minimum Qualifications):**

1. Possession of an Associate's Degree from an accredited college or university in the field of Business Administration, Sales, Marketing or related field AND at least eight (8) years of foodservice sales experience, four (4) years of which must have been in a supervisory or management capacity.

OR

2. Possession of a Bachelor's Degree from an accredited college or university in the field of Business Administration, Sales, Marketing or related field AND at least six (6) years of foodservice sales experience, three (3) years of which must have been in a supervisory or management capacity.

**Licenses/Certifications/Special Requirements:**

1. Subject to pre-employment, random, and reasonable suspicion drug screening.
2. Must be available to perform job duties during evenings and weekends.
3. Frequent travel can be expected within the company service territory.
4. Periodic travel requiring overnight stays is required.
5. Must maintain a valid driver license during the course of employment, with no DWI, DUI, DWAI convictions.
6. Must maintain minimum insurance requirements per company policy.
7. Must reside within service territory that is managed.

**Physical Requirements:**

Requirement	8 Hour Schedule	10 Hour Schedule	As % of Time
Limited	0 – 1 hour	0 – 1 hour	Less than 1%
Occasionally	1 – 2 hours	1 – 2.5 hours	Equals 1% to 25%
Frequently	3 – 4 hours	2.6 – 5 hours	Equals 26% to 50%
Repeatedly	5 – 6 hours	5.1 – 7.5 hours	Equals 51% to 75%
Continuously	7+ hours	7.6 + hours	Equals 76% to 100%

Activity	Duration
<i>Sustained Postures</i>	
<b>Sit:</b>	<i>Repeatedly</i>
<b>Stand:</b>	<i>Occasionally</i>
<b>Walk:</b>	<i>Occasionally</i>
<i>Intermittent Activity</i>	
<b>Bend:</b>	<i>Limited</i>
<b>Kneel/Squat:</b>	<i>Limited</i>
<b>Climb Stairs:</b>	<i>Occasionally</i>
<b>Crawling:</b>	<i>Limited</i>
<b>Overhead Reach:</b>	<i>Limited</i>
<b>Typing/Keyboard</b>	<i>Repeatedly</i>
<b>Vehicle Operation:</b>	<i>Repeatedly</i>
<b>PPE/Special Clothing:</b>	<i>Limited</i>

Activity	Duration
<i>Repetitive Use of Hands/Wrists</i>	
<b>Grasp:</b>	<i>Repeatedly</i>
<b>Push/Pull:</b>	<i>Frequently</i>
<b>Fine Manipulation:</b>	<i>Repeatedly</i>
<i>Material Handling lbs.</i>	
<b>Lift:</b>	0 – 80 lbs <i>Occasionally</i>
<b>Carry:</b>	0 – 80 lbs <i>Occasionally</i>
<b>Push:</b>	0 – 80 lbs <i>Limited</i>
<b>Pull:</b>	0 -80 lbs <i>Limited</i>
<i>Miscellaneous</i>	
<b>Exposure to Heights:</b>	<i>Limited</i>
<b>Exposure to Packaged Chemicals:</b>	<i>Limited</i>
<b>Exposure to Temperature Contrasts:</b>	<i>Frequently</i>