

**Lee's Famous Recipe Chicken  
FRFC OF Lima Inc.  
Store Manager Outline**

|                                  |                               |
|----------------------------------|-------------------------------|
| <b>Required Work Experience:</b> | 1-2 Years                     |
| <b>Shift:</b>                    | Rotating (Days & Evenings)    |
| <b>Education Level:</b>          | High School or equivalent     |
| <b>Position Location:</b>        | Lima, OH                      |
| <b>Status:</b>                   | Full time                     |
| <b>Career Level:</b>             | GM/Assistant Manager/ Manager |

**Outline:**

**Position Overview** - Provide leadership on a daily basis to staff members by leading team to achieve goals and objectives set by the company. Oversee day to day operations of unit assigned. Maintain a positive mental attitude, enthusiasm, and exhibit problem solving skills on a daily basis. Create an atmosphere of fun, productivity, teamwork and learning.

**Responsibilities (Include but not limited to):**

- Meet all requirements listed for this position in the job description outline located in the FRFC Operations Manual.
- Achieve company operating goals and objectives.
- Maintaining the highest professional standards in appearance, attitude and leadership.
- Maintain staffing levels as well as achieving company/unit retention goals.
- Establish and maintain open, honest and effective communications with all company employees and vendors.
- Ensure all company documents, reports and assignments are completed accurately and timely.
- Perform performance reviews on all team members twice a year.
- Maintain and continually improve customer service by setting the example, teaching and coaching.
- Build sales and profits.
- Comply and enforce all company policies and procedures.
- Ensure all staff members receive continual training and coaching on a ongoing basis. New hires are trained using company training guidelines without exception.
- Maintain and adhere to company safety and security policies and procedures.
- Perform all store management functions (Cash handling, scheduling, daily and weekly paperwork etc.)
- Learn and maintain a working knowledge of all operations, procedures and equipment.

For employment consideration, please email your resume to: [hr@leeschickenoflima.com](mailto:hr@leeschickenoflima.com)

**Lee's Famous Recipe Chicken of Lima is an Equal Opportunity Employer.**