

# Interview Questions Branch Manager

Plan, direct, or coordinate the actual distribution or movement of a product or service to the customer. Coordinate sales distribution by establishing sales territories, quotas, and goals and establish training programs for sales representatives. Analyze sales statistics gathered by staff to determine sales potential and inventory requirements and monitor the preferences of customers.



#### **Strategic Planning and Organization**

- How well has your business/facility/group performed? How did you contribute to this?
- Which industry trends have specifically affected you as a manager?
- How do you schedule your day? How do you handle interruptions?
- What are the drivers of a successful business? What metrics do you review to know if you're meeting your goals?
- Tell me a time when you successfully coordinated with various departments to provide exceptional customer service.

#### Leadership

- Tell me a time when you motivated a team to implement your vision.
- How do you motivate people?
- How do you ensure your staff has the appropriate training and knowledge of your service?
- How do you delegate work?
- How do you influence company culture? How does company culture affect your work?
- How do you handle conflict between team members?
- If you noticed high turnover in a certain department, how would you address this issue?

#### Sales and Customer Service

- How would you handle a customer who is unhappy with one of our policies?
- What would you do if a frustrated customer complained about a widely known problem with one of our services?
- How do you get up-to-date information from customers and what do you do with it?
- How would you increase our customer base?
- How do you disseminate information to other people? How do you decide what's important?
- How do you explain complex information to a person not in your industry?

#### **Technology**

- What CRM/ERP or other relevant software programs do you have experience with?
- What are your best and worst technical skills?



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**Scheduling Link** 









