
JOB ADVERTISEMENT.

RETAIL MANAGER.

We are seeking an experienced and results-driven Branch Manager to lead the daily operations of our supermarket branch. The successful candidate will be responsible for driving sales, managing staff, ensuring excellent customer service, and maintaining high operational standards.

Duties And Responsibilities

- Oversee day-to-day supermarket operations to ensure efficiency and profitability
- Lead, motivate, train, and supervise branch staff
- Ensure excellent customer service and resolve customer complaints professionally
- Manage stock levels, ordering, merchandising, and loss prevention
- Monitor sales performance and implement strategies to meet targets
- Ensure compliance with company policies, health & safety, and food hygiene regulations
- Prepare reports on sales, expenses, and staff performance
- Control budgets and manage operational costs effectively

Requirements

- Diploma in Business administration/Purchasing & supplies or related course
- Minimum of 3 years' experience as a Branch/Retail Manager or similar role in a supermarket.
- Strong leadership, organizational, and communication skills
- Proficiency in retail management systems (e.g., POS, inventory software)
- Knowledge of stock and merchandising processes
- Ability to work flexible hours, including weekends and holidays

METHOD OF APPLICATION.

Interested candidates are invited to submit their resume, cover letter and other testimonials to recruitment@kmatt.co.ke on or before 19th January 2026

Kmatt is an equal opportunity employer and due to large number of applications only shortlisted will be contacted.

