

Leadership and Management Qualities

The Business Manager is expected to lead and manage the organization. In order to do an effective job, that individual should possess a number of skills and competencies.

Along the basic leadership and management skills the manager is expected to demonstrate the ability to master Human Relations and Interpersonal skills.

The fact that communications lies at the heart of the work of the business manager, it is expected the individual will demonstrate the ability to outreach and think outside of the box.

It is therefore to be expected that where there is a high sense of professionalism, the operation of an inclusive management style, the display of order and discipline, maturity, reasonableness, consideration, understanding and creativity, the workplace can be a success story.

As one who leads by example, the manager can inspire confidence in his subordinate and generate a wave of worker satisfaction and productivity. These can be achieved where the manager is

- a creative leader, and undertakes to build team spirit amongst his staff. This would reduce the need to give out orders, since the staff follows the company guidelines on a free willing or voluntary basis. Staff members will accept the leadership and will demonstrate a greater sense of commitment and loyalty to the enterprise.
- Demonstrates the ability to get things done
- Demonstrates the ability to get along with people
- To keep cost down and to work within budgets
- To teach and train others
- Co-operative and demonstrates mutual respect for others
- To have specialize knowledge
- To be an effective planner and demonstrates sound judgement

- Exhibits exemplary leadership acumen
- Demonstrates the ability to make sound, mature and quick decisions. To make difficult decisions and to stick by them.
- Remains sensitive to employees human foibles
- Remains knowledgeable that tender emotions are powerful
- Demonstrates originality
- Displays a level of self confidence in one self that inspires other.
- Involves and motivates individuals, so that they are challenged to cooperate
- Exhibits good personal quantities, such as warmth, patience, empathy for the needs and feelings of others, and sense of humor
- Demonstrates aggressiveness and drive
- Demonstrates integrity, moral and ethical standards
- Is a risk taker, but does not act reckless and irresponsible in decision making
- Demonstrates a sense of personal responsibility and high moral Standard
- Exhibits emotional and Psychological maturity
- Demonstrates flexibility in growing and changing times