

A manager is a person who manages a team of employees in an organization. Often, managers get the work done from the employees and make sure the decorum of the organization is maintained. A manager builds a bridge between the employees and the top-level management.

According to Henry Fayol, "The manager is responsible for overseeing and leading the work of a group of people in many instances. The manager is also responsible for planning and maintaining work systems, procedures, and policies that enable and encourage the optimum performance of its people and other resources within a business unit.

There are four most common types of manager. The top-level managers, middle-level managers, first-line managers and team leaders. The roles and responsibilities of each manager differs depending upon the position they hold in the organization and the type of employees they manage under them.

Top-level managers represent the high level of executive management. The top level managers usually take the job titles such as chief executive officer, managing director, and so on.