How do I Delete an Existing Role?
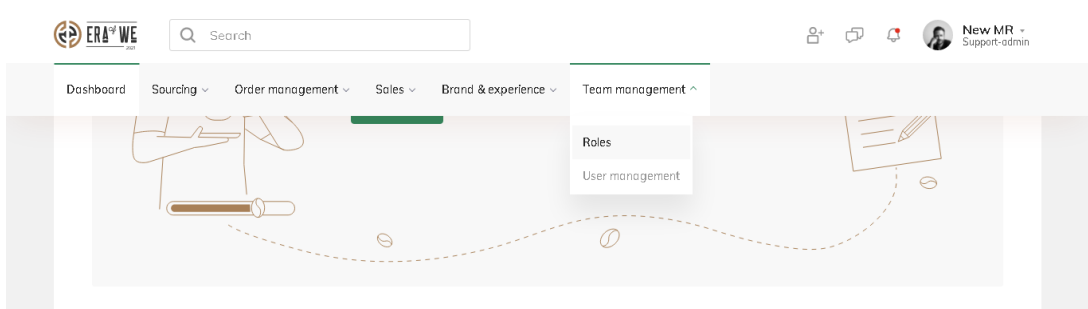
Shafin Ahammed - 2021-09-14 - Team management
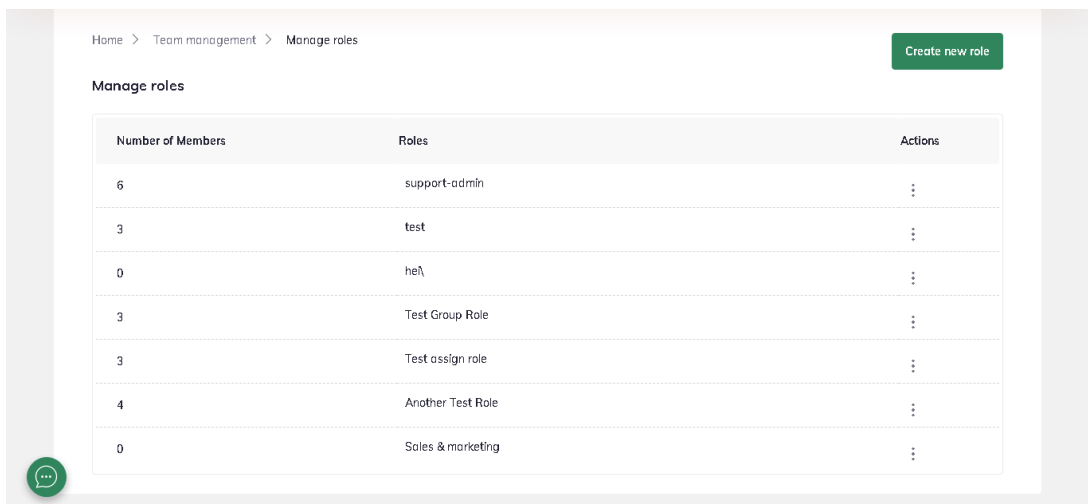
BRIEF DESCRIPTION

The Era of We application allows you to manage your team members with ease by letting you create roles for the members and keep track of them. In this documentation, you will understand how to delete an existing role.
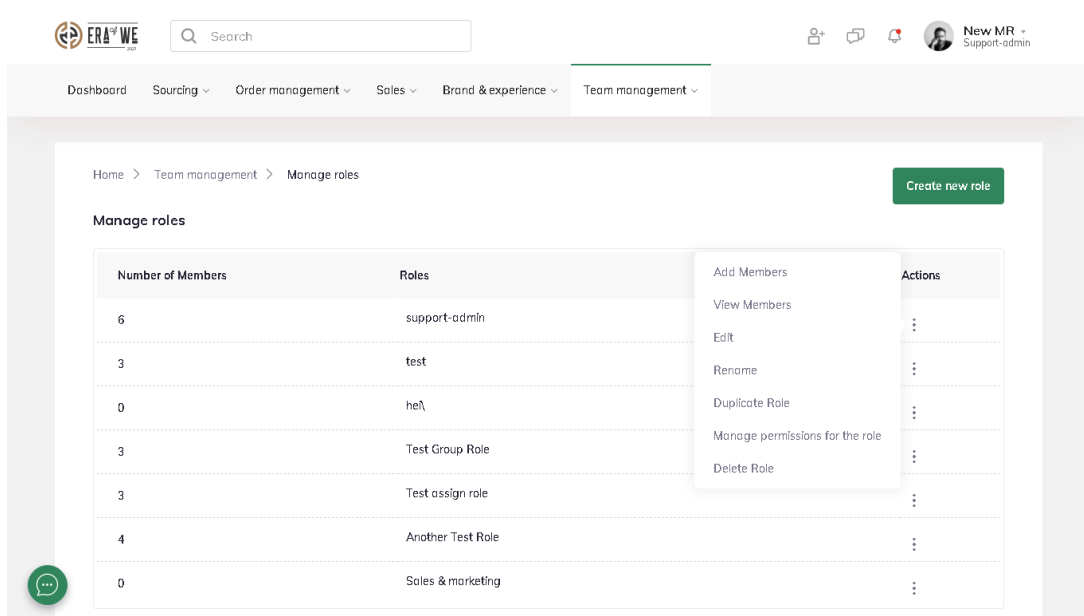
STEP BY STEP GUIDE

Step 1: Log in to your admin account, navigate to the **'Team management'** tab and select **'Roles'** option from the drop-down menu.
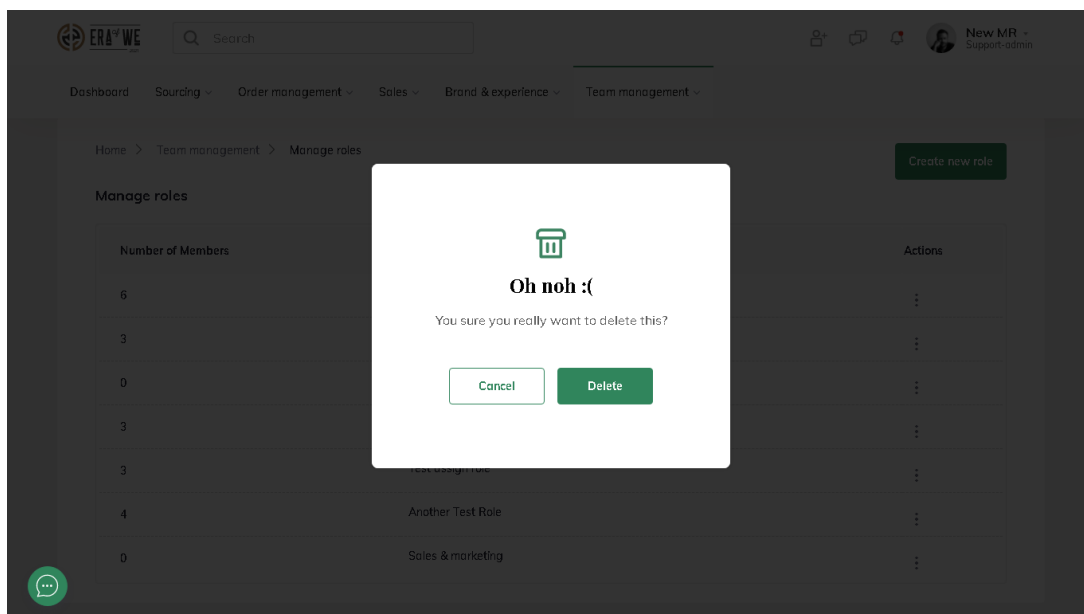

Step 2: Click on the **'Vertical ellipsis'** option for the role that you want to delete.

Step 3: Click on the **'Delete role'** option.

Step 4: Once you click on the delete role button, a confirmation dialog[Ka1] will appear on the screen. Click on the **'Delete'** button to delete the role.

Thus, you can delete a role as a micro-roaster.

Related articles: 1. How do I Create a New Role?

2. How can I Remove a Role From a User?

"If you still have any queries, then please feel free to connect with our support team."