
LOCATION: B@THEMUSEUM

POSITION: Assistant Restaurant Manager

REPORTS TO: Beer & Hospitality Manager, Robin Lefebvre

SCHEDULE: Full Time – Will include Days, Evenings, Weekends, Holidays

We are looking for a Food and Beverage Bravado to take the lead at our Downtown Kitchener Restaurant. This is the perfect role for a Leader with a love for all things Food, Beverage and People related and has a passion for Service Excellence. Someone who is polished, professional, looking to work with great colleagues and is committed to mentoring and sharing their vast knowledge of food, service, wine, craft beer and spirits.

You need to be open to being a Hands On Manager... so someone who is totally ok with pitching in, taking tables, working behind the bar servicing our Guests and then sitting down and putting in some Office time too!

Position: Assistant Restaurant Manager

JOB OVERVIEW: The Assistant Restaurant Manager will assist in the effective management and direction of the B@TheMuseum Restaurant operation. Ensure that there is an exceptional experience for all Guests by providing quality service, supervision of Employees, monitoring the quality and consistency of food production, cost control, and inventory.

REPORTS TO: Beer & Hospitality Manager

ESSENTIAL JOB FUNCTIONS:

- Oversee all operational components to the free-standing Restaurant-B@TheMuseum located in Downtown Kitchener (Guest, Revenue, Profitability, Employee Satisfaction)
- Ensure an exceptional Guest experience for all patrons
- Monitor the quality and satisfaction of all menu items to ensure product quality is consistent, appealing, and prepared to guest specifications.
- Interact with guests to obtain feedback on quality of service and food in the Restaurant
- Train all FOH Employees on Service standards and expectations
- Educate all FOH Employees on Wine, Spirit and Beer program
- Assist in ensuring that the restaurant complies with sanitation and safety standards for guests and Employees. Check that all equipment is in working order. Visually inspect and take action to ensure that facilities in the restaurant look appealing and attractive to guests. Follow up on work orders so repairs and maintenance of facility are completed on a timely basis.
- Work with HR to interview, hire, train, resolve problems, provide open communication and recommend discipline and/or termination when appropriate
- Complete inventory usage and monitor supply so that the restaurant is stocked with linen, glassware, silverware, china, condiments, in order to provide service and work with CHCC to coordinate supply replenishment

- Develop relationships within the Downtown Business Community and execute sales events in collaboration with Beer & Hospitality Manager
- Participate in marketing efforts of restaurants, create menu ideas, survey competition and report food trends, and assist in preparations of specials
- May be asked to participate in a rotational management program within the BHospitality portfolio

REQUIRED SKILLS AND ABILITIES:

- Sound leadership in Guest hospitality, exemplifying excellent customer service and creating a positive atmosphere for guest relations
- 2 years' experience in Restaurant Management
- Vast experience with Wine, Spirits and Craft Beer programs
- Bachelor degree or diploma in hotel and restaurant management or related
- Must have the ability to communicate in English.
- Must be willing to help Employees with their job duties and be a team player.
- Strong computer skills will be required i.e. Microsoft Office

TO APPLY:

Please provide a copy of your resume and Cover Letter explaining why you are the ideal candidate for this position to Carol Partridge, HR Manager or email to hr@cambridgehotel.ca.

Closing Date for the position: **Tuesday, April 11, 2017- 8:00am**

Please note: All positions may be posted both internally and externally.

