

Restaurant Manager

Mother Tongue Asian Bistro & Cocktail Bar
Blue Mountain Village

Job details

Salary

\$40,000–\$45,000 a year

Job type

Full-time

Permanent

Full Job Description

- or equivalent experience

Tasks

- Plan, organize, direct, control and evaluate daily operations
- Balance cash and complete balance sheets, cash reports and related forms
- Conduct performance reviews
- Cost products and services
- Enforce provincial/territorial liquor legislation and regulations
- Organize and maintain inventory
- Monitor revenues and modify procedures and prices
- Ensure health and safety regulations are followed
- Negotiate arrangements with suppliers for food and other supplies
- Negotiate with clients for catering or use of facilities
- Develop, implement and analyze budgets
- Participate in marketing plans and implementation
- Set staff work schedules and monitor staff performance
- Address customers' complaints or concerns
- Provide customer service
- Recruit, train and supervise staff

Supervision

- Staff in various areas of responsibility

Work conditions and physical capabilities

- Fast-paced environment
- Work under pressure
- Tight deadlines
- Repetitive tasks
- Handling heavy loads
- Physically demanding
- Attention to detail
- Standing for extended periods

Personal suitability

- Accurate
- Client focus
- Dependability
- Efficient interpersonal skills
- Excellent oral communication
- Flexibility
- Organized
- Reliability
- Team player

Long term benefits

- Other benefits