Job Offering- Assistant Manager

Company: Cheezed Inc., Blue Mountain Village
Job Title: Assistant Manager

Pay: $19-20.00/ hr

Hours: Based on an Average 40 Hour Work Week

Position Description:
Oversee Restaurant Operations and Management of Employees

Key Responsibilities:
1. Manage Scheduling of Team Members
2. Oversee & Manage Supply Orders
3. Work with Vendors on Product Delivery
4. Assist with Hiring and Resume Review
5. Provide & Oversee Daily and Monthly General Accounting
6. Service Customers Orders
7. Prepare Restaurant for Daily Operation, as required.
8. Act as Main Point of Contact for Company Owners

Knowledge, Skill, Ability Pre-Requisites:
1. Ability to Lead a Team Effectively
2. Time Management & Scheduling
3. Experience in a Restaurant Setting Preferred
4. Customer Service
5. Ability to Work Under Pressure
6. Flexible & Accommodating Schedule
7. Professional and Customer Friendly

Education & Experience:

8. Grade 12 Education or Equivalent
9. Preference Given to Formal Restaurant Training
10. Food Handling Certificate
11. General Mathematics
12. Time Management