

The **Dining Room Manager** will oversee the daily front of house dining and beverage operations. They will ensure a high standard of hospitality, service and appearance to both the dining room and pool. Additionally, they will be responsible for the neat appearance of both and the timeliness and delivery of both food and beverage offerings in these venues. The ideal candidate shall thrive in a dynamic team-centric environment with a keen eye for supervision and the ability to train front of house service staff. Embracing a positive culture with a can-do mentality will be essential.

Key Responsibilities

- Ensuring timely delivery of food and beverage offerings in a friendly and efficient manner
- Delivering a consistently positive dining experience
- Collaborate and coordinate with Clubhouse Manager on related items
- Works in a positive collaborate fashion with the Clubhouse Manager and Executive Chef to ensure overall standards of food and beverage service are consistently being delivered upon
- Hire, train and coach front of house staff including servers, hostesses, and bartenders
- Ensure policies and procedures are being followed and adhered to including appearance, uniforms, hygiene, and sanitation procedures
- Assist in developing staff training manuals and programs
- Demonstrates strong interpersonal and communication skills with members and staff in all departments
- Responsible for beverage program and inventory of such
- Orchestrates dining room floor plans and seating while assigning staff sections
- Plans and hosts pre-service meetings
- Takes corrective action when necessary to allow for teaching moments and increased operational efficiency and excellence
- Inspects dining areas prior to meal service beginning
- Ensures proper cleaning of respective equipment and service areas is completed
- Develops sound opening and closing procedures to reflect a high experience standard
- Ensures proper controls are in place and respective reports through club POS system – JONAS

Candidate Qualifications

Qualifications

- Professional career track record in a private, member focused club or related field of hospitality
- Great ability to effectively communicate
- Proactive mindset with strong organizational skills
- Enhanced ability to develop and train associates
- Keen eye on details that drive member experience
- Ability to understand financial metrics and goals
- Computer skills including Microsoft Office, JONAS, and ForeTees with a desire to be innovative and trendsetting
- Understands and trains for high-end tableside and attentive service delivery
- Self-motivated with a desire to create a consistently great member experience
- Can-do and positive attitude

Date Position Available

Open

Salary Range

\$50,000 to \$60,000

Resumes may be emailed to:

MGrisham@blackcreekclub.com