



TURF TO TABLE GRILLE

Job Description

Job Title	Food and Beverage Director
Department	Food and Beverage
Location	Downingtown, PA
Reports to	Chief Operating Officer

Level	Type of position:	Travel	Amount Required:
	<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Seasonal		<input checked="" type="checkbox"/> None <input type="checkbox"/> Minimal <input type="checkbox"/> 25%-50% <input type="checkbox"/> 50% or more
Grade	<input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-exempt		

JOB DESCRIPTION

Professional food and beverage director to be responsible for managing all food and beverage operations and delivering an exceptional guest experience at United Sports. Manager must be able to forecast, plan and manage all food and beverage orders, staff, and finances. Manager must have a background inclusive of managing alcohol sales and operating concessions-oriented establishments. Goal to maximize sales and revenue through quality products, high customer satisfaction and employee engagement.

RESPONSIBILITIES

- Manage all food and beverage day to day operations within budget guidelines
- Direct and operate a concessions style food service establishment serving customers indoors and at outdoor (remote) locations
- Direct and oversee the sales and safety procedures of alcohol sales within food service
- Maintain high levels of internal and external customer service
- Design menus, purchase inventory, and make continual improvements to food service offerings (Indoors and outdoors)
- Lead food and beverage team by attracting, recruiting, training, and appraising food and beverage staff
- Establish targets, KPI's, schedules, policies, and procedures
- Drive growth of food and beverage department NOI
- Provide two-way communication with staff focusing on motivation and teamwork
- Comply with all state health and safety guidelines
- Generate daily and monthly financial reports as well as inventory reports
- Complete special projects and daily assignments as directed by General Manager

REQUIREMENTS

- Proven food and beverage management experience
- Experience in alcohols sales and procedures
- Experience in a concession-oriented food and beverage setting
- Requires good communication and leadership skills
- Must be detail-oriented and have outstanding organizational skills
- Ability to maintain focus in a high-volume, fast-paced environment and spot and resolve problem efficiently
- Must be able to work irregular shifts to include nights, weekends, holidays as needed
- Proficient in MS Office, restaurant management software, POS
- Remain up to date with food and beverage trends and best practices
- Guest oriented and service minded
- Must poses Food Service Manager Certification
- Must be at least twenty-one (21) years old
- Culinary school diploma or degree in food service management or related field

Certificates, Licenses, Registrations:

To perform this job successfully, an individual must posse the following:

- Must possess (or acquire within 60 days of hire) Food Service management Certificate (Serve Safe or as assigned by local ordinance)
- Must possess RAMP Certification (or acquire within 60 days of hire) to have ability to serve alcohol

Physical Requirements

- Must be able to carry, lift, pull, push, squat, stand, and walk for the duration of the shift (8 or more hours)
- Must be able to lift up to 90 pounds