

## Assistant food & Beverage Manager at Bridge Talent Management

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Company: JobWebKenya

Location: Kenya

Category: other-general

### Job Description

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We are tech powered Employee Outsourcing firm that leverages the right tools bringing the right workforce to your business

### Job Purpose/Mission

The Assistant Food & Beverage Manager is responsible for managing the day-to-day food & beverage operations of the BWPMH in a professional manner, while continually exceeding guest expectations

### Duties & Responsibilities

Smooth and organized running of F&B service according to the Standards set by the management.

Leads by personal example by following Company's Mission / Vision & Guiding Principles.

Complies with the Company's Code of Conduct,

Responsible for all areas of the food & beverage operations

Ensure all customers are provided with outstanding service

Ensure kitchen, restaurant, and bar operations are opened and closed according to policy

Responsible for ordering supplies, inventory control and establishing relationships with suppliers

ensuring the business receives competitive terms

Responsible for food hygiene, and health and safety issues

Responsible to assist in menu planning, development and meal specials

Ensure all restaurants and conference areas are organized and maintain a high level of cleanliness

Provides leadership and guidance to all team members

Ensure proper cash management controls are followed by all food & beverage staff members, as per policy

Responsible for food quality, and presentation

Ensure the food & beverage operations are properly staffed with trained competent individuals

Adhere to all government guidelines for proper and safe food and beverage service (Serve Safe; Smart Serve; Food Handling Training Protocol)

Participate on committees to assist with event details and other special requirements

Responsible for report generation on a needs, monthly and fiscal basis

Perform other hotel-related duties as required

### **Requirements**

Diploma in Hotel and Hospitality Management or related studies.

Degree in Hotel and Hospitality Management is an added advantage.

5 years experience in the hospitality industry in a comparable role.

4 or 5 experience desirable.

Knowledge of HACCP & FSMS is an added advantage.

Strong Interpersonal and communication skills.

Must be a good communicator.

Computer proficient and able to compile reports for top management.

Knowledge in F & B SOP formulation and implementation.

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