

Dining Room Manager Position

Brief Job Description

Town & County Club is now accepting resumes for our Dining Room Manager position. The right candidate has a can-do attitude, is a team builder, and is a superior communicator.

Organizational skills are a must as the position requires a lot of planning to be prepared for our detail-oriented service. The dining outlets are open five days a week offering lunch and dinner, we are closed for food and beverage on Sunday and Mondays.

The Dining Room Manager is also responsible for in-room dining, Bar service, and Afternoon Tea Service. Responsibilities include overall supervision of our tenured Dining Room Staff including but not limited to schedules, payroll, training, and performance.

Opportunities exist to grow and expand the wine and beverage program. This position is responsible for execution of Club Functions that take place in the Dining Room including but not limited to annual Member events.

The Dining Room Manager will be highly visible to the membership, interacting with them often and in a professional manner. The right candidate will be trained and is expected to adapt and work in all operations including but not limited to the front desk, banquets, and rooms operations. The Dining Room Manager acts as the Manager on Duty as needed.

Candidate Qualifications

3-5 years of prior management experience in a similar fine dining environment preferred.

Extensive knowledge of formal food and beverage preparation and presentation.

Ability to exceed expectations of members and guests.

Ability to be articulate, tactful, courteous, and diplomatic with members, guests, and fellow employees.

Ability to work with a multi-cultural staff as a team player.

Ability to stand or walk for several hours during shifts/events and long work hours, if necessary.

Ability to safely bend, stoop, lift, carry, and balance a loaded tray and other heavy items, weighing up to 40 lbs.

Educational Requirements

Hospitality degree and prior private club experience is preferred.

Salary

Salary is commensurate with qualifications and experience.

Date Position Available:

ASAP

Benefits:

Full time position with medical and dental insurance. Able to contribute to the simple IRA, PTO, as per the employee handbook.

Please send resumes to:

George W. Arnold, Jr., CCM, CCE

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Town & County Club

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