

## **Restaurant Manager Renfrew Golf Club**



*Established in 1929, the Renfrew Golf Club is a semi-private, member-owned club that offers one of the best golf experiences in the Ottawa Valley. This beautiful and friendly, yet challenging course lies in one of the most scenic areas of the Ottawa Valley. RGC offers eighteen beautifully scenic, challenging and well-conditioned holes of golf with many high viewpoints where you can view lush farmland, mature forests and the Bonnechere River watershed.*

*Our dedicated and friendly staff is an essential part of the great golf experience we provide for Members and guests. The service provided by our staff is what truly makes the Renfrew Golf Club one of the best places to play in the Ottawa Valley. To provide this service, we look for people who are positive, energetic, friendly and have a drive for success to join our team.*

We are currently seeking a full-time seasonal **Restaurant Manager**. We are looking for an energetic, hands-on and experienced leader for this position. The period of employment for this full-time seasonal position is approximately early/mid April until late October (6.5 to 7 months).

The successful applicant will:

- be a positive, energetic and professional individual with a drive for success.
- be passionate about service, hospitality and creating an experience for Members and guests.
- be a pro-active hands-on leader and role model who knows how to motivate staff to perform and have fun while doing it.
- have excellent communication, time management and organization skills.
- be adaptable, flexible and able to multi-task.
- be available to work all club restaurant operating hours including evenings, weekends and holidays.

### **Job Description**

The Restaurant Manager will work closely with the General Manager to achieve the Club's objectives while meeting the financial goals of the budget. This position is a hands-on management role where the Manager will be expected to work/supervise banquets, weddings, corporate meetings and work shifts in the bar and restaurant area alongside colleagues reporting to him/her.

### **Duties and Responsibilities:**

The duties & responsibilities of the Restaurant Manager will include, but are not limited to:

- Daily operation and administration of the restaurant, bar, member lounge and banquet area.
- Inventory management and controls for alcoholic and non-alcoholic beverages and snacks.
- Shifts working the bar serving Members and guests
- Ensure that all areas of the bar, restaurant, banquet and patio areas are neat, organized and cleaned to the Club's operating standards (includes floors, windows, service areas, tables, doors, etc.).
- Assist in the planning, promotion and coordination of events.

### **Qualifications and Requirements**

- Smart Serve certification.
- 3 to 5 years of experience in the hospitality industry (golf industry experience is an asset but not required).
- A minimum of 1 year in a management or supervisory role.
- Willingness to work various shifts (this is not a 9 to 5 position and will include working evenings, weekends and holidays).
- Reliable transportation to the Club.

### **What We Offer**

- Competitive base salary plus tips & gratuities
- Golf and cart privileges
- One meal per day during your shift

**Please submit your resume and cover letter by March 25th.**

We thank all applicants but only those selected for an interview will be contacted. The Renfrew Golf Club is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, colour, creed, religion, ancestry, age, sex, marital status, national origin, disability, handicap, or veteran status. If you require accommodation during the application process, please notify the General Manager.