



## **SMG STOCKTON**

**Position:** Food and Beverage Manager

**Department:** Food and Beverage

**Reports To:** Director of Food and Beverage

**FLSA Status:** Salary Exempt

### **Summary of Food and Beverage Manager**

SAVOR... a leading provider of food and beverage service at sport, entertainment, and convention facilities, has an excellent opening for a Food and Beverage Manager for the Stockton Arena and Bob Hope Theatre. SAVOR... is an affiliate of SMG, the world-wide leader in privately managed public assembly facilities. The Food and Beverage Manager directs all Food and Beverage activities for events by performing the following duties.

### **Essential Duties and Responsibilities**

Include the following. Other duties may be assigned.

- ◆ Develops work plans including scheduling, ordering, and assigning appropriate duties to subordinates.
- ◆ Oversees Food and Beverage operations during event to ensure client satisfaction and quality control standards
- ◆ Maintains inventory control and utilize prior sales history
- ◆ Inspects and tastes prepared foods to maintain quality standards and sanitation regulations
- ◆ Monitors patron alcohol intake at events and adheres to all state/local laws and regarding the service of alcohol
- ◆ Ensures safe work practices
- ◆ Responsibilities include interviewing and training employees; Planning, assigning, and directing work; appraising performance;
- ◆ Assists with rewarding and counseling employees in conjunction with Office Manager/Office Assistant, Human Resource;
- ◆ Ensures all POS systems are in proper working condition prior to the event

### **Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made enable individual with disabilities to perform the essential functions. This position will work with limited supervision and will require the ability to interact with all levels of staff including management. Also requires the ability to work flexible hours, including nights, weekends and holidays, in addition to normal business hours.

### **Education and/or Experience**

- ◆ High School diploma or general education degree (GED); or 6 months related experience and/or training; or equivalent combination of education and experience
- ◆ Minimum 2 years' experience in supervisory level position in Food and Beverage or training or equivalent combination of education and experience
- ◆ Any other relevant courses (a plus)

### **Skills and Abilities**

- ◆ Excellent organizational and planning skills
- ◆ Strong customer service orientation
- ◆ Excellent communication and interpersonal skills
- ◆ Good work ethic
- ◆ Strong Hospitality orientation

### **CERTIFICATES, LICENSES, REGISTRATIONS**

- ◆ ServSafe Certified preferred

**Computer Skills**

- ◆ To perform this job successfully, an individual should have knowledge of spreadsheet software and Word processing software
- ◆ Some knowledge of a POS system (Tangent, Micros, Quest, Bypass)

**Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to move around the facility; to stand for long hours during events; talk and hear. This position may require work inside or outside of the building, as needed by event.

**TO APPLY:**

Applications will be available in reception lobby. Resumes must include salary requirements for consideration and may be sent to:

Celeste Tabarez

Stockton Arena

248 W. Fremont St.

Stockton, CA 95203

FAX: 209-373-1450

EMAIL: [Careers@smgstockton.com](mailto:Careers@smgstockton.com)

No Phone Calls

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