

**MEF LTD.**

**Equal Opportunity Employers  
The Little Venice Group of Restaurants operating as:**

Little V/The Club/Venetian/L'Oriental/Express  
La Trattoria, Trattoria Shop, Airport Operations  
Fourways Inn Restaurant & Catering/Café 4  
Harbourfront Restaurant

**[www.diningbermuda.com](http://www.diningbermuda.com)**

**REQUIRE THE FOLLOWING STAFF FOR NEXT SEASON FOR  
OUR INNOVATIVE AND EXCITING RESTAURANTS, LOUNGE,  
CATERING AND DELI OPERATIONS**

**TRAINING WILL BE PROVIDED FOR SUCCESSFUL,  
ENTRY LEVEL APPLICANTS**

**HEAD CHEF**

Minimum of 2-3 years proven experience required. Knowledge of Italian, Continental and Oriental cuisines and the ability to create new exciting specials, handle cost controls, staff scheduling, catering, menu planning. Must be willing and able to work flexible hours, including shifts, weekends and public holidays. Salary will be commensurate with experience and ability.

**ASSISTANT RESTAURANT MANAGER**

Successful applicant requires a minimum of 5 years in a supervisory position. Will assist the Manager in running a very busy operation and must have proven supervisory and administrative skills together with experience in training, cost controls, payroll & staff scheduling, with working experience in programming networked POS systems. Must be willing to work flexible hours including split shifts, weekends and public holidays.

**GENERAL ASSISTANTS DINING ROOM**

Applicants must possess 2 to 3 years proven experience in the food and beverage industry in order to assist the Manager with all aspects of the restaurant business. Applicants will be responsible for assisting with the creation of menus, wine lists, coordinating table set-up for evening service and special events; handle customer enquiries; assist in the restaurant; be responsible for training new employees, especially graduates from the hotel school. Must have practical experience in computers, staff planning, working schedules, including knowledge of POS systems, Microsoft Word and Excel. Superb communication skills are essential as applicant must be able to prepare proposals for special functions. Must be available to work split shifts, evening and weekends.

**GENERAL ASSISTANTS KITCHEN**

Applicants must possess 3 to 5 years' experience in working in a kitchen environment. The successful applicant will provide assistance in the kitchen by supervising non-cooking personnel to ensure cleanliness of kitchen and equipment; supervise the use of all chemicals to ensure maximum cleanliness; must be able to provide leadership, guidance, and training and follow up on assigned tasks to ensure completion. Must be able to drive as duties will include pick-up and delivery of catering equipment, food supplies, and maintenance work. Assistance will be needed in helping the manager with incoming staff including airport pick-ups, supplies, preparation/organizing, and cleaning of staff accommodation in conjunction with instructions from Human Resources. Applicants must have a valid driver's license, be honest and reliable and must be available to work evenings, weekends and public holidays in a very busy atmosphere. Good time keeping and the capacity to work under pressure are essential.

**FINANCIAL CONTROLLER**

The successful candidate will be self-motivated and capable of working on their own initiative. They will be willing to work extended hours, including evenings and weekends, when required to meet deadlines. They will possess excellent interpersonal skills. They will also be responsible for the current group-wide computer systems. Responsibilities will include, but are not limited to: All accounting functions within the group and its associated companies in the restaurant and hospitality business; preparation and completion of monthly and annual financial statements and monthly management reports; budget preparation and variance analysis; overseeing the computer systems and training new users; supervision and training of accounting staff; and other ad hoc duties within the financial areas of the company as they arise. Qualifications necessary: A professional accounting qualification, C.A., C.P.A or equivalent. Experience in planning, implementation and the overseeing of computerized accounting systems in a multi-location environment.

**ASSISTANT FINANCIAL CONTROLLER**

The successful candidate will be self-motivated and capable of working on his/her own initiative.

Responsibilities will include, but are not limited to assisting the Financial Controller on all accounting functions within the group and its associated companies in the restaurant and hospitality business, in particular, the supervision and processing of account ledgers, completion of bank and other reconciliations and the supervision and training of accounting staff. The successful candidate must be flexible, have strong interpersonal skills and the ability to work as a team player. He/She must be able to solve practical problems where limited standardization exists and be able to multi-task. The ability to work flexible shifts is essential including evenings or weekends as the job entails not only office work but on site involvement. Working knowledge of POS systems (such as Micros or Aloha) and a background in the hotel/restaurant profession, with preference given to a candidate with experience in a similar position. An accounting background is essential.

**FOOD & BEVERAGE CONTROLLER**

The successful applicant will have proven capabilities and be conversant with all aspects of F&B Control within the Restaurant Industry. Duties will include food and beverage cost control, purchasing, accounts payable, inventories, stock-taking, participation and pricing container analysis, menu costing and other financial work as necessary. The successful candidate must be flexible and have strong interpersonal skills and the ability to work as a team player. He/She must be able to solve practical problems where limited standardization exists and be able to multi-task. The ability to work flexible shifts is essential including evenings or weekends as the job entails not only office work but on site involvement. Working knowledge of POS systems (such as Micros or Aloha) is needed, and knowledge of back office systems would be an asset. The position will involve both office work and on-site involvement. An accounting background is preferred.

**FIRST MATE**

We are looking for a Mate for the vessel "Venetian" with at least two years' experience. Successful applicants must have a minimum of a STCW Certificate. Applicants must have at least two years' experience onboard private motor yachts of 90 feet or greater as well as strong hands-on engineering experience. A professional appearance is essential. Experience with Azimut Yachts or similar fiberglass design/production, scuba experience for underwater repairs, previous experience with MTU diesel propulsion or similar as well as some experience with charters is preferred. Duties will include but are not limited to operating day evening and overnight charters within Bermuda Territorial Waters, blue water crossings between Bermuda and the U.S., daily maintenance of the vessel and hurricane watch. Must be able to work overseas during maintenance periods. Successful applicants must be approved by an insurance company for operation of the vessel, be prepared to submit to drug testing and a thorough background check.

**JUNIOR MATE**

We are looking for a Junior Mate for the vessel "Venetian" with at least one year experience. Successful applicants must have a minimum of a STCW Certificate. Applicants must have at least one year experience onboard charter vessels. A professional appearance is essential. Duties will include but are not limited to operating day evening and overnight charters within Bermuda Territorial Waters, blue water crossings between Bermuda and the U.S., daily maintenance of the vessel and hurricane watch. Must be able to work overseas during maintenance periods. Successful applicants must be approved by an insurance company for operation of the vessel, be prepared to submit to drug testing and a thorough background check.

**LIVE-IN HOUSEKEEPER**

The successful applicant will live-in and clean/maintain staff accommodations. Duties will include general cleaning, bathrooms, vacuuming, scrubbing floors, washing windows and ordering of supplies. Applicant must be prepared to help with the laundry and linens and must be able to work evenings, weekends, and public holidays. Honesty and good time keeping are a must.

**Bermudians, Spouses of Bermudians and P.R.C. holders will be given first preference.**

**Please apply in writing with full resume and written references to:**

**The Human Resource Manager**

**MEF Ltd.**

**P. O. Box HM 994, Hamilton HM DX**

**or email: [hr@mef.bm](mailto:hr@mef.bm)**

**All applications will be dealt with in the strictest confidence**

**Application forms available online at [www.diningbermuda.com](http://www.diningbermuda.com)**

**Closing Date: October 24, 2015**