

Our Client, Take Five Ltd., the parent company of Buzz, Devil's Isle and Village Pantry is seeking a Food and Beverage Director - Restaurants and Catering to build, drive revenue growth and oversee their restaurant and catering operations. This is a permanent, full-time position and reports to the General Manager.



Take Five Ltd.

Take Five Ltd. maintains a drug-free work environment and reserves the right to perform pre-employment criminal background checks and random drug tests. All applicants must have flexible shift availabilities and commute between multiple Take Five Ltd. locations. All applicants must be punctual, reliable, have good work ethic and able to work Saturdays, Sundays and Public Holidays.

FOOD AND BEVERAGE DIRECTOR – RESTAURANTS AND CATERING

Job Description & Duties:

- Redesign the catering department, focus on business development, operational controls and efficiency
- Direct sales and organization of catered and bar events, work with clients and manage events from start to finish, including original inquiry, internal coordination and supervision of event, post-event follow-up and billing (with support from accounting)
- Work with catering clients to ensure “one-stop shopping” as much as possible, including coordination of supplemental services such as space, equipment, flowers, linen and various other supplies and services
- Promote and create growth in sales in catering and the restaurants through direct customer contact, marketing initiatives, up-selling, as well as by providing exceptional service and attractive merchandising of products
- Manage inventory and pricing for products and supplies related to catering and restaurants
- Manage labor costs through effective scheduling for both catering and the restaurants
- Create and communicate monthly business progress reports for the management team
- Responsible for staffing plans, recruiting, appraisals, motivation and standards of job performance and training for employees, in conjunction with Human Resources
- All other duties deemed necessary and benefit this leadership position

Education and/or Experience:

- University degree in Business, Hospitality or related field from an accredited institution
- Fifteen years in the food and beverage industry with at least five years in a leadership position
- Experience with catering, event planning and food and beverage management
- Experience with business start-up; designing and implementing policy, process and operational standards
- Valid light truck license with no demerits and safe driving track record
- Computer literate in Microsoft Office, Inventories and Catering software
- Proven record of strong leadership, interpersonal and supervisory skills
- Excellent communication, reporting and organizational skills
Conflict resolution experience would be beneficial
- Strong collaborator with sound commercial judgement
- Ability to implement a creative vision
- Proven experience in training, cost control, payroll and scheduling
- Positive attitude and proven effectiveness in a high-pressure environment
- Ability to work six days a week and be on your feet for long periods

Interested applicants should apply in writing and submit two professional references to:

Ontru: Human Resources – Take Five Ltd.
20 Church Street, 2nd Floor, Suite 205, Hamilton, HM 11
Or email hr@ontru.bm

All applications must be received no later than: June 28, 2018