

JOB TITLE: Duty Manager

SALARY: £23,000 - £26,000 + Bonus & Perks

About the job:

The successful candidate will demonstrate a strong ability to work with and manage a team. They will require a strong work ethic and show dedication to the post. They will be expected to be flexible with working hours. The candidate will be reliable, honest and enthusiastic. A passion for food, drinks, customer service and hospitality are essential. Experience and confidence using MS Office, Res Diary and IT literacy are important.

About us: Please visit: www.errigle.com/about

What we offer:

- The opportunity to meet new and interesting people
- Opportunity to develop your skills with in-house and external training courses
- Be part of a professional and friendly team in a safe environment
- Salary paid weekly
- 28 days paid holidays per year

Perks:

- Discounted Meals, Coffee & Tea
- Employee discount in our Off-sales
- Employee discount in our Restaurant

Rota Schedule:

- We are open seven days a week. You would normally work up to 42 hours over 5 shifts.
- We endeavour to be flexible and accommodating to meet the needs of the employee and the business.
- You are expected to work days, evenings and weekends including holiday periods like Christmas, NYE, St. Patricks Day, May Day weekend (Closed Christmas Day)

Applicant Essential Criteria:

- Be passionate for the hospitality industry, enthusiastic and knowledgeable about food & drinks service.
- Ability to lead and motivate a team with a positive and friendly manner.
- Have strong communication skills
- Excellent customer service skills
- Be able to multitask and perform under pressure
- Have a flexible approach to working shift patterns and be available to work daytimes, evenings, and weekends.
- Take pride in your work and deliver high standards expected by The Errigle Inn customers and co workers.

Desirable Criteria

- Have at least 1-year of experience in a similar role.
- Cocktail menu development, delivery and understanding
- Beer knowledge, cellar management, craft beer understanding
- Food Service, bar service, restaurant service, banqueting & functions experience
- Perfect serve delivery
- EPOS, Res Diary and other relevant software experience
- Barista experience

Main duties include but are not limited to:

- Responsibility for smooth service and operation of the building at all times
- Training, mentoring and coaching staff
- Reconciling Sales, Stocks, Tills and Labour
- Ensuring all Equipment is maintained and functioning
- Compliance with our obligations under Fire Safety, Health & Safety, and Hygiene Regulations.
- Compliance with our obligations required under Liquor and Entertainments licensing.

- Ensuring that all customers are greeted in a professional, friendly, and polite manner.
- Ensuring all areas are clean, tidy, and fully stocked
- Ensuring that wastage is minimised and that our environmental impact is reduced

TJ McGurran Ltd is an equal opportunities employer