

**JOB TITLE: Duty Manager**

**SALARY: £26,000 - £28,000 + 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 the Company: Please visit: [www.errigle.com/about](http://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

**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

**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)

**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**

**Links:** [Drinks](#) | [Menus](#) | [About us](#)

**All queries can be directed to by:**

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