



## Food & Beverage Manager

Trestle Creek is a 600-acre recreational Resort currently offering a 18 Hole Championship Golf Course (future 27 Hole), Last Spike Grill restaurant and Waterpark to RV Lot Owners and the General Public. We are seeking a motivated and experienced Food and Beverage Manager to join our team.

### **Location**

Trestle Creek Golf Resort – 7011 Township Road 532, Entwistle, AB T0E 0S0

### **Job Summary**

The applicant will work closely with the Head Professional and General Manager to ensure that the members and guest's expectations are met or exceeded. Excellent written and verbal communication skills are required as the position requires daily communication with club members, vendors, and all levels of club staff and management. We are a very busy golf course and during the season the position is very demanding.

### **Responsibilities**

Your duties will include but not be limited to:

- Planning, organizing, directing, controlling and evaluating all food & beverage operations in conjunction with the General Manager.
- Determining the type of services to be offered and implementing operational procedures.
- Recruiting staff and overseeing staff training.
- Setting staff work schedules and monitoring and evaluating staff performance.
- Ensure all staff is adhering to safety standards and procedures.
- Establishing, implementing and enforcing Club policies.
- Controlling inventory, monitoring revenues and modifying procedures and prices as required.
- Ensure Food and Beverage staff is trained in proper cash out procedures.
- Resolving customer complaints and ensuring health and safety regulations are followed.
- Negotiating arrangements with suppliers for food, beverage, and other supplies.
- Liaising and coordinating operations with the General Manager as required.
- Creating, promoting, and implementing specials to attract both Members and the public to the

Club in order to increase revenues.

- Develop and implement marketing strategies in conjunction with other departments.
- Monitoring expenditures and implementing cost controls resulting in continuous improvement.
- Prepares the annual budgets for the Food and Beverage Operation including capital expenditures.
- Providing administration office with all necessary documentation in a timely manner.
- Additional tasks as required

### **Qualifications**

- At least 2 years of experience in supervisory or management role at a Food & Beverage establishment.
- Must have very strong organizational skills
- Proficient in the use of computers
- Pro Serve Certified
- Food Safe Certified
- Proficient in effective cost and control procedures
- Ability to thrive in a team environment.
- Ability to train, mentor and supervise staff.

### **Compensation**

- Salary subject to qualifications and experience

### **Perks**

- Golf Privileges, Proshop Merchandise Discounts
- Waterpark and Amenity Privileges
- Meal & Beverage Discount

Golf Resort Website: [trestlecreek.ca](http://trestlecreek.ca)

Contact Email: [careers@trestlecreek.ca](mailto:careers@trestlecreek.ca)

Job Type: Seasonal

Schedule: Monday to Friday, Holidays, On Call, Weekends as needed

Accommodation: May be available