



Manager

- **Vacancy for:** 1
- **Posted on:** Dec. 5, 2018
- **Deadline:** Dec. 19, 2018, 10:30 a.m.

Basic Job Information

Job Category	: Hospitality > Restaurant management
Job Level	: Senior Level
Employment Type	: Full Time
Job Location	: Jhamsikhel, Lalitpur
Offered Salary	: NRs. 35,000.00 - 65,000.00 Monthly

Job Specification

Education Level	: Under Graduate (Bachelor)
Experience Required	: More than or equal to 2 years
Professional Skill Required	: MS Office Suite, Leadership, Problem Solving, Communication

Other Specification

- Bachelor's degree in Business Administration; hospitality management is a plus
 - Proven work experience as a Restaurant Manager or similar role (Minimum 2 years)
 - Ability to work flexible hours, including nights and weekends
 - Excellent interpersonal communication skills
 - Exceptional organization and leadership skills
 - Must be able to use Microsoft Office efficiently
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Job Description

- Maintains safe, secure, and healthy environment by establishing, following, and enforcing sanitation standards and procedures; complying with legal regulations; securing revenues; developing and implementing disaster plans; maintaining security and fire prevention system; maintaining parking lot and walkways
- Coordinate daily Front of the House and Back of the House restaurant operations
- Deliver superior service and maximize customer satisfaction
- Respond efficiently and accurately to customer complaints
- Regularly review product quality and research new vendors
- Organize and supervise shifts
- Appraise staff performance and provide feedback to improve productivity
- Estimate future needs for goods, kitchen utensils and cleaning products
- Control operational costs and identify measures to cut waste
- Create detailed reports on weekly, monthly and annual revenues and expenses
- Publicizes the restaurant by designing and placing advertisements; inviting food editors to review the restaurant; contacting local, regional, and national magazines with feature ideas; encouraging local businesses to hold social events at the restaurant
- Meets restaurant financial objectives by forecasting requirements; preparing an annual budget; scheduling expenditures; analyzing variances; initiating corrective actions
- Audit inventory levels to ensure product availability, and order products as necessary

Applying Procedure:

If you think this position is right for you, email your resume/ CV to devalaya.jhamsikhel@gmail.com

OR,

Applying Procedure

Apply Link : <https://merojob.com/manager-218/>

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