



RESTAURANT MANAGER

PRIMARY JOB PURPOSE

To assist Food and Beverage Management with the day-to-day running of operations in the Gallery Restaurant and Patio. May also be required to manage the daily running of the Food and Beverage Department in conjunction with Food & Beverage Management.

KEY RESPONSIBILITIES

- Responsible for day-to-day Gallery & Patio Restaurant operation;
- Managing by walkabout, assessing performance and service requirements in all outlets.
- Maintain a high level of customer service standards and satisfaction;
- Supervise the operation of the restaurant to maximize profitability and seek to ensure at all times that all members or guests on site have the best experience possible;
- Effectively delegate jobs and responsibilities to restaurant staff;
- Perform frequent checks to ensure consistent high-quality of preparation and service;
- Liaise with management and functions to plan and organize restaurant events;
- Organise and oversee regular training of all restaurant staff concerning the menu, customer service, wine, and drinks lists;
- Deal with customer complaints in keeping with the Club's customer service methods;
- Maintain a positive and proactive attitude at all times;
- Manage staff per the Club's policies and procedures;
- Process time books for payroll;
- Perform cash-ups for the staff;
- Perform duty manager shifts;
- Managing rostering of staff according to business requirements;
- Perform other duties as assigned by management.

PERSONAL ATTRIBUTES & SKILLS

- A strong dynamic leader with effective management skills such as planning, organizing, leading, and controlling are essential.
- Independent self-starter who can take ownership has initiative and a positive attitude.
- Delegates tasks to staff in a fair and consistent manner.

- Upholds exceptional service levels as well as improves upon them.
- Strong interpersonal and communication skills (written and verbal).
- Able to train and coach staff to perform at their peak levels;
- Strong Food and Beverage operational knowledge;
- Professional management front of house at all times;
- Passionate about the hospitality industry.

MINIMUM / PREVIOUS EXPERIENCE

- Minimum 6 years Restaurant Management experience.
- Minimum 5 years working experience within Hospitality/Club industry.

QUALIFICATION

- Minimum Matric
- Tertiary qualification in Hospitality (preferred)
- Computer Skills – MS Office

PROPERTY

- Auckland Park

APPLY NOW!

APPLICATION PROCESS:

Interested applicants must complete the application form and submit it along with their CV's to careers@ccj.co.za by no later than **14th July 2025**.