

Assistant Manager - Food Services

Posted By: 1288745 BC LTD

Location: Richmond

Salary: \$21.05 Per Hour

JOB ID : RJ3185262

Posting Date : 02-Jan-2025

Expiry date : 22-Jan-2025

Education : Secondary (high) school graduation certificate or equivalent experience

Language : English

Vacancies : 1

Years of Experience : 1 year

Job Type : Full Time

Job Description

Responsibilities

Tasks

Plan, organize, direct, control and evaluate daily operations

Balance cash and complete balance sheets, cash reports and related forms

Organize and maintain inventory

Monitor revenues and modify procedures and prices

Ensure health and safety regulations are followed

Negotiate arrangements with suppliers for food and other supplies

Develop, implement and analyze budgets
Set staff work schedules and monitor staff performance
Leading/instructing individuals
Address customers' complaints or concerns
Provide customer service
Recruit, train and supervise staff

Supervision

5-10 people

Experience and specialization

Computer and technology knowledge

MS Access

MS Excel

MS PowerPoint

MS Word

Spreadsheet

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: pizzapizzarichmond@gmail.com

Posted on refugeejobportal.com