



Back A Yard Caribbean Grill is a fast-casual restaurant in four different locations in the Silicon Valley California area. At Back A Yard, customers experience Caribbean welcoming culture and cuisine. Our management team provides every employee training, feedbacks, and tools that they need and deserve to be successful at work and tools. If you are a team player, come to grow your career with Back A Yard.

**Job Summary:**

We are looking for a restaurant manager to oversee and coordinate the planning, organizing, training, and leadership necessary to achieve stated objectives in sales, costs, employee retention, guest service and satisfaction, food quality, cleanliness, and sanitation. Special emphasis to be placed on kitchen management, food quality, and cost controls.

**Activities & Responsibilities:**

- Understand completely all policies, procedures, standards, specifications, guidelines and training programs.
- Ensure that all guests feel welcome and are given responsive, friendly and courteous service always.
- Ensure that all food and products are consistently prepared and served according to the restaurant's recipes, portioning, cooking and serving standards.
- Achieve company objectives in sales, service, quality, and appearance of facility and sanitation and cleanliness through training of employees and creating a positive, productive working environment.
- Control cash and other receipts by adhering to cash handling and reconciliation procedures in accordance with restaurant policies and procedures.
- Make employment and termination decisions (Owner to be fully briefed before final decision).
- Fill in where needed to ensure guest service standards and efficient operations.

- Continually strive to develop your staff in all areas of managerial and professional development.
- Prepare all required paperwork, including forms, reports, and schedules in an organized and timely manner.
- Ensure that all equipment is kept clean and kept in excellent working condition through personal inspection and by following the restaurant's preventative maintenance programs.
- Ensure that all products are received in the correct unit count and condition and deliveries are performed in accordance with the restaurant's receiving policies and procedures.
- Oversee and ensure that restaurant policies on employee performance appraisals are followed and completed on a timely basis.
- Schedule labor as required by anticipated business activity while ensuring that all positions are staffed when and as needed and labor cost objectives are met.
- Be knowledgeable of restaurant policies regarding personnel and administer prompt, fair and consistent corrective action for any and all violations of company policies, rules, and procedures.
- Fully understand and comply with all federal, state, county and municipal regulations that pertain to health, safety and labor requirements of the restaurant, employees, and guests.
- Develop, plan and carry out restaurant marketing, advertising, and promotional activities and campaigns.

**Minimum Qualifications:**

- Be 21 years of age.
- Be able to communicate and understand the predominant language(s) of the restaurant's trading area.
- Have knowledge of service and food and beverage, generally involving at least three years of front-of-the-house operations and/or assistant management positions.
- Possess excellent basic math skills and be able to operate a cash register or POS system.
- Be able to work in a standing position for long periods of time (up to 5 hours).
- Be able to reach, bend, stoop and frequently lift up to 50 pounds.
- Must have the stamina to work 50 to 60 hours per week.