



Job Summary - Restaurant Manager:

Looking to grow with a Restaurant Company? Look No Further. Back a Yard Caribbean Grill in San Jose is seeking a Restaurant Manager to Manage the day-to-day operations. The right candidate- must be a leader and is able to direct both Front of house and back of house staff. This position requires a hands-on approach. Manager must be willing to roll up their sleeves and be involved when necessary. This job is ideal for someone seeking to grow with a stable restaurant company.

The **Restaurant Manager** oversees and coordinates 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 control.

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.
- Achieving 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 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 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.