

# JOB POSTING

Job Title: Restaurant Supervisor

Job Status: Permanent – Full Time

Start Wage: \$50,000 per annum

## Summary of Position:

The Restaurant Supervisor is responsible for assisting the Restaurant Manager and other Food & Beverage leaders to maintain the operations of Aura Waterfront Restaurant + Patio, Inn Room Dining (IRD) and Duo Cafe Bakery. Creating an innovative and warm dining environment as part of the Food & Beverage team, the Restaurant Supervisor's main focus is the daily operations and leadership in the absence of the Restaurant Manager and other Food & Beverage leaders.

## Responsibilities:

- The Restaurant Supervisor assists with the daily operations of Aura Waterfront Restaurant + Patio, IRD and Duo Café Bakery when required and is responsible for the supervision of the colleagues within these departments
- Ensure the schedule is adjusted as needed for business volumes and sick calls
- Expense management – communicate departmental needs to Restaurant Manager
- Responsible for the appearance, orderliness, cleanliness and proper set up of Aura Waterfront Restaurant + Patio, IRD and Duo Café Bakery
- Motivate and drive service team to work efficiently and professionally
- Provide feedback to Restaurant Manager to aid in performance management and performance appraisals
- Ensure that appropriate communication between shifts and other departments takes place regarding any changes and conduct daily shift briefings
- Assist in ways to build customer/guest loyalty and improve guest recognition programs
- Ensure colleagues follow all hotel policies and procedures and the collective agreement
- Communicate any needs to ensure the POS is properly maintained and utilized to full potential
- Maintain a safe working environment, and ensure departmental awareness of health and safety standards
- Effectively liaise with Culinary, Sales, Events, and Marketing, and other department leaders
- Any other general duties

## Qualifications:

- Minimum 3 years serving experience within an upscale casual or fine dining Food & Beverage establishment
- Supervisory experience in Food & Beverage

- Proven ability to lead, train and motivate colleagues
- Sound working knowledge of MS Office: Word, Excel, and Outlook required
- Sound working knowledge of Point of Sale (POS) required
- Excellent verbal & written communication skills
- Foodsafe Level 1 and Serving It Right certified
- WSET Level 2 or higher an asset
- Experience in an unionized environment an asset
- Flexible availability, including early mornings, late evenings, weekends, and statutory holidays
- Must be able to lift 30lbs on a regular basis
- Food and wine knowledge
- Attention to detail
- Ability to work effectively with limited supervision
- Sincere desire to exceed guest expectations
- Ability to work well under pressure, high energy and self-motivation required
- Ability to problem solve
- Team oriented
- Understands the importance of creating a fun and rewarding work environment
- Must be able to embrace the 4 core values of the Inn at Point: Excellence, Respect, Curiosity and Stewardship


Reports To: Restaurant Manager

**Closing Date:** Please submit your application as soon as possible as applications are reviewed daily

**Apply Now!** Please email your resume to [careers@laurelpoint.com](mailto:careers@laurelpoint.com) For more information, please visit our Careers page at [www.laurelpoint.com/careers](http://www.laurelpoint.com/careers)

What's in it for you?

- Competitive Wages
- A fun & friendly workplace culture that embraces diversity
- Cross-training opportunities to grow your skills
- Best staff meal in town and by the way, it's free!
- Complimentary parking on non-restricted days during the off-season
- Comprehensive benefits package
- Colleague of the month recognition program
- Summertime volleyball on Sticky Wicket rooftop, BBQs on our stunning Terrace patio, free themed year-end Gala to thank you
- Aura waterfront restaurant + patio staff discount – 50%
- Need a staycation? We've got you covered, after your 1-year work anniversary, enjoy a complimentary one night stay including breakfast for 2
- Friends & Family hotel discount (so you can show off your amazing workplace)
- Candidate referral bonus - \$500

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- Industry discounts
  - Workshops
  - Cross-training opportunities
  - Skill and advancement training programs
  - Shower and locker facilities

Thank you for considering Inn at Laurel Point as your employer of choice!