

## **Assistant Hospitality Manager The Club at Bond Head**

**Location:** Bond Head, Ontario

**Department:** Food & Beverage

**Reports To:** Food and Beverage Hospitality Manager

**Classification:** Full-Time Seasonal (must be available to work any shift including evenings, weekends, and holidays)

### **Summary:**

We are looking for a passionate, good-humored, energetic individual to join our team for 2023 as Assistant Hospitality Manager. Responsibilities include efficient and friendly service, ensuring guest satisfaction, and promoting a safe and healthy environment.

### **Primary responsibilities include, but are not limited to:**

- Maintain and promote minimum service standards as set by The Club at Bond head.
- Effective communication with all Bond Head Team members.
- Understand the specific dining standards of BEO, FLOOR PLAN, casual, formal, banquet, and plated services including setup ensuring all work is completed.
- Supervise the Floor during high-volume times
- Assist any team member in their job performance when required to guarantee guest & employee satisfaction.
- Find solutions and pivot in any day-to-day issues with calm and grace, including during team member absence, last-minute bookings
- Orders are being ordered on time and order supplies for the department.
- Have team meetings at every start of the shift so all the staff and other departments have the tools and communication to run their shift in a safe manner.
- Effective training programs and sign-off.
- The leadership of empowerment problem solving and encouragement.
- Health & Safety, Administrative, Labour Budgeting

### **Qualifications:**

- Kind and empathetic toward others
- Time management skills
- Able to work flexible shifts
- Ability to work as a team or independently
- First aid training (preferred)
- Food handlers' certificate (preferred)
- Smart Serve Certification

**Apply:**

Please submit your resume and cover letter to Sandra Schell,  
[hospitality.bondhead@golfnorth.ca](mailto:hospitality.bondhead@golfnorth.ca) referencing Assistant Hospitality Manager - Bond  
Head in the subject line