



Food and Beverage Manager

Management position responsible for developing and executing dining solutions to meet customer needs and tastes. The Food and Beverage Manager oversees all food and beverage and private event sales at the facility, as well as both front and back of the house operations.

The manager will perform hiring, training and development of all F&B employees. This position will ensure that all mandated training programs are implemented.

The Manager of Food and Beverage prepares an annual financial budget and achieves these goals throughout the year through proper forecasting, cost controls, labor management and revenue generating programs.

About the Facility:

O'Malley's on the Green is a casual, fine-dining restaurant offering a relaxed atmosphere with a great bar and grill style menu featuring appetizers, salads, fresh cuisine and specialty cocktails. The location offers beautiful views of Chugach National Forest and Denali, North America's tallest mountain. Our facility also hosts indoor and outdoor weddings, banquets, business meetings and other gatherings.

Anchorage Golf Course/O'Malley's on the Green will be hosting the 2022 US Senior Women's Amateur Championship. Coordination with local vendors/companies will enhance success of Alaska's first USGA Championship.

Essential Functions:

- **Leadership** - Lead, mentor, engage and develop teams to maximize their contributions, including recruiting, assessing, training, coaching and managing performance. Ensure food services appropriately connects to the Executional Framework. Coach employees by creating a shared understanding about what needs to be achieved and how it is to be achieved. Reward and recognize employees. Ensure safety and sanitation standards in operation.

- **Responsibilities** - Communicate effectively and hospitably with clients and employees. Involved with all day-to-day functions including staff management and guest interactions, office administration duties, vendor communications, and labor costs. Required to ensure that operational standards are met in regard to sanitation codes and laws, food storage, and loss prevention. Promoting and selling banquet and restaurant facility. Fully understand and implement point of sale practices.
- **Financial Performance** - Responsible for building revenue and managing budget which includes cost controls with regard to food, beverage and labor as well as ensuring the completion and maintenance of P&L statements. Accurately compute all menu costs for sales opportunities as well as on-going menu revisions. Understand performance metrics, data, and order and inventory trends; educate teams on key levers to improve margins.
- **Productivity** - Implement and maintain GM agenda for both food and labor initiatives. Create value through efficient operations, appropriate cost controls, and profit management. Consistent application of companies operating standards and processes (Operational Excellence) with particular focus on efficiencies in food standards. Understand end-to-end supply chain and procurement process and systems, ensure only authorized suppliers are used. Provide technical expertise in menu planning for all nutritional requirements. Provide accurate food cost data for all types of meals required. Considerations for every opportunity include balancing budgetary constraints with nutritional requirements.
- **Compliance** - Maintain a safe and healthy environment for clients, customers and employees. Comply with all applicable policies, rules and regulations, including but not limited to those relating to safety, health, and wage and hours. Ensure compliance with government regulations and education on industry trends.
- **Marketing** – Creation and execution of marketing strategy promoting facility and events. Collaborate with local distributors and Chef to design menus and pairings for special events such as wine and whiskey tastings. Advertise facility for weddings, conferences and other events to local organizations and tradeshow. Utilize outdoor event area to maximize profit potential and secure new events.

- **Job Qualifications**

- College degree or equivalent preferred
- Four years of Food & Beverage experience preferred
- Proven track record of team management, organizational and coaching skills
- Solid understanding of a la carte and banquet revenue generation
- Comprehensive knowledge of expense control as it relates to payroll and forecasting
- Experience with purchasing and inventory systems
- Creative menu development skills
- Strong technical literacy including Microsoft Word and Excel, payroll management and POS
- Management: 3-5 years (Required)
- Food Service Management: (Required)
- High End Catering: 1 year (Required)

To apply for this position, please visit our website.

Resumes must be emailed to rich@anchoragegolfcourse.com